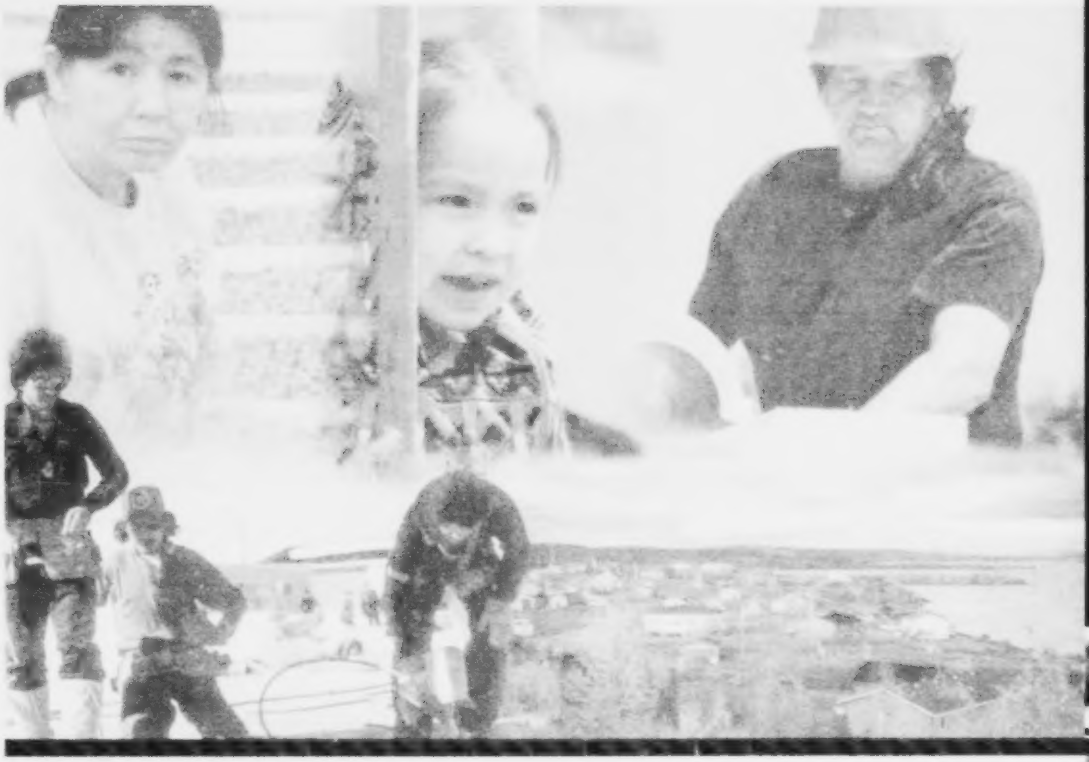
GOOD PUBLIC WORKS MANAGEMENT IN FIRST NATIONS COMMUNITIES

Compendium of Information and Training

Resources & Self Assessment Tool



Indian and Northern Affairs Canada
Affaires indiennes et du Nord Canada

Public Works and Government Services Canada
Travaux publics et Services gouvernementaux Canada

Canada

103-03960/

Your First Nations Public Works Compendium

This Compendium focuses on the management and delivery of public works services in First Nation communities. Public Works has many aspects and is very important in maintaining a healthy and safe standard of living. For a public works program to operate effectively, it must be managed practically and efficiently with all components being well coordinated.

This 'Compendium' is a tool that can be used by a First Nation, in combination with other resources, to improve its awareness and understanding of the public works function. It can be used by First Nation leaders, managers, technical people and community members to improve public works in First Nation communities.

...A Useful Tool

This publication is available on the Internet at
http://pwgsc.gc.ca/rps/inac
Additional paper copies can be obtained from the
Real Property Services Documentation Centre at this e-mail:
doc.centre@pwgsc.gc.ca.
For more information, please contact Real Property Services for
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for
RPS for INAC
May 2001

Published under the authority of the
Minister of Indian and Northern Affairs Canada
Ottawa, 2002

QS-6177-010-EE-A1
Catalogue No. R2-225/2002-2E
ISBN 0-662-32714-4

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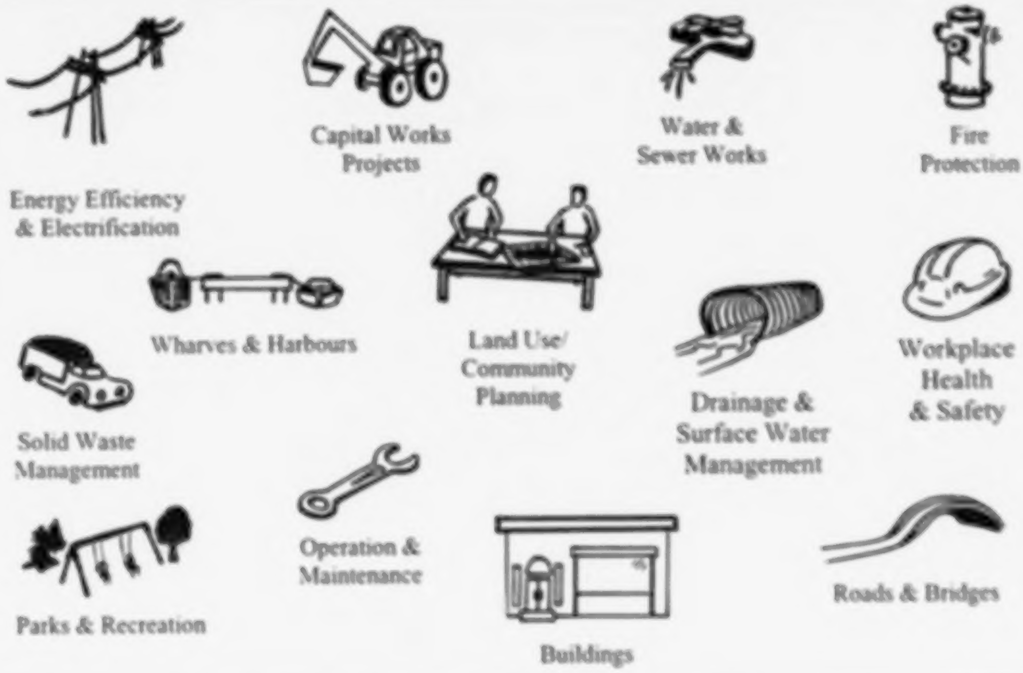
The Compendium

- ☐ *Your First Nations Public Works Compendium*
- ☐ *Are You Prepared?*
- ☐ *Public Works Functions*
- ☐ *Making It Happen*
- ☐ *Find Out More*
  (Detailed Documents & Information)

Public Works Functions



Energy Efficiency & Electrification

Capital Works Projects

Water & Sewer Works

Fire Protection

Wharves & Harbours

Land Use/ Community Planning

Drainage & Surface Water Management

Workplace Health & Safety

Solid Waste Management

Operation & Maintenance

Parks & Recreation

Buildings

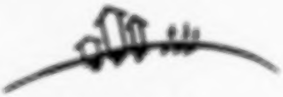
Roads & Bridges

...Coordination Is Essential

Public Works ... Are You Prepared?

Certification & Training

Political Will & Leadership

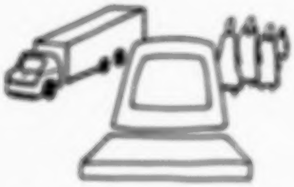


Responsibility to Community

Financial Resources & Accountability

Public Health

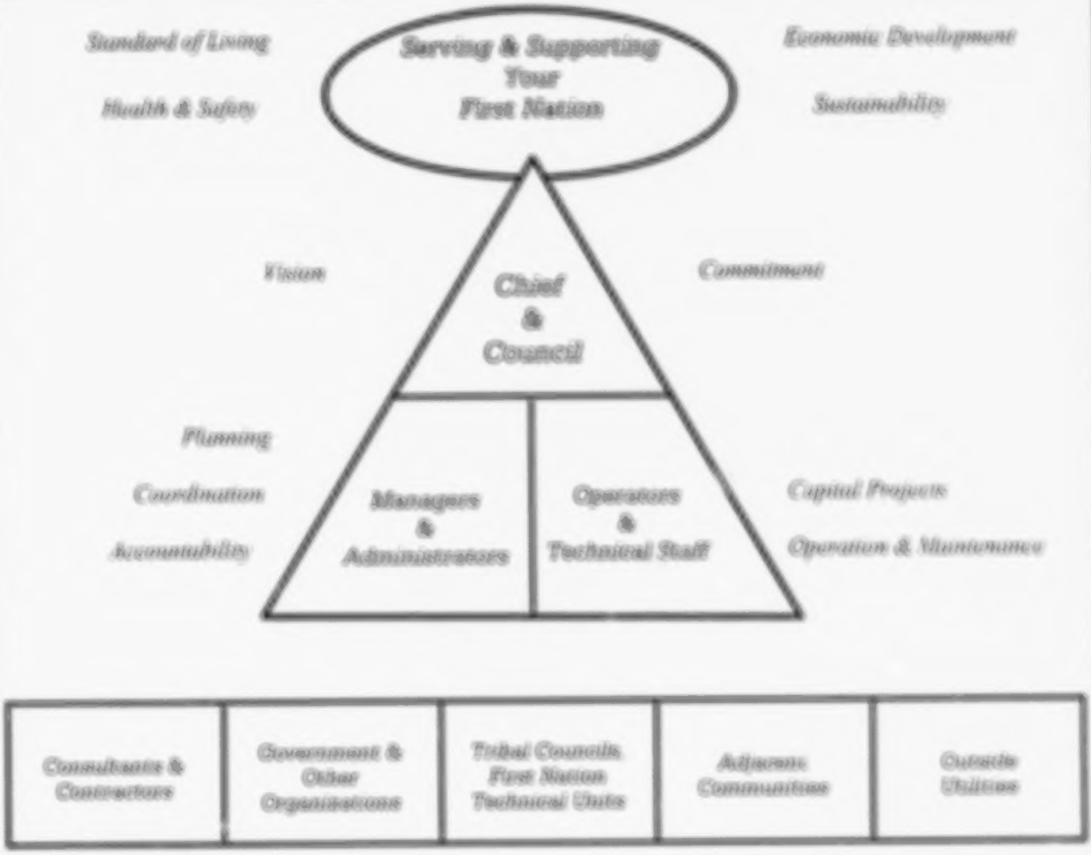
Regulation & Liability



Capacity & Resources

... Your Community Depends On It

Public Works...Making It Happen


Standard of Living
Health & Safety
Serving & Supporting
Your
First Nation
Economic Development
Sustainability
Vision
Chief
&
Council
Commitment
Planning
Coordination
Accountability
Managers
&
Administrators
Operators
&
Technical Staff
Capital Projects
Operation & Maintenance
Consultants &
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Government &
Other
Organizations
Tribal Councils
First Nation
Technical Units
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Outside
Utilities

Public Works... Find Out More

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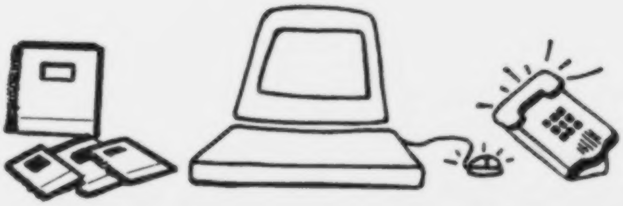
B *What Is 'Good Public Works Governance'?*
C *Information & Training Resources*
D *Self Assessment Tool*
E *Other References*
F *Glossary of Terms*



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- *This Compendium is available in document format and on the web at: http://pwgsc.gc.ca/rps/inac/*

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Welcome To Your Compendium

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Section A - Introduction

1.0 What Is The Purpose Of This Compendium?

This compendium is made available to First Nations as an information resource to supplement their present public works information base and to assist in increasing awareness of some of the current issues facing those responsible for providing the public works function in today's society.

Increasing Public Works Awareness &
Planning For The Future

2.0 Who Might Use This Compendium?

Leadership and Commitment Required

This compendium can be useful to anyone involved with public works. The success of a public works system depends on much more than technical knowhow. Good public works governance requires that a coordinated management system be in place to address the many aspects that are involved. In a First Nation community, this means that the leaders of the community must be aware of public works and the ways that it meshes with other critical governance functions. There must also be a vision as to how public works is to contribute to the overall plans for community growth and development. Once this vision is in place, public works management and operational systems can be fully structured.

For First Nation Leaders, Public Works
Managers, Administrative Personnel,
Technical/Operational Staff & Advisors

3.0 Who Is Responsible For The Compendium?

This compendium has been prepared on behalf of Real Property Services for Indian and Northern Affairs Canada (RPS for INAC) by Neegan Burnside Ltd. with the involvement of a First Nation review team. Since the information contained within the compendium will change and evolve on an on-going basis, it will be necessary, from time to time, for it to be updated.

Should you have any questions or require further information pertaining to this compendium, please contact RPS for INAC. (See Section E, Other References)

4.0 What Does The Compendium Contain?

The following sections of this compendium contain the following information:

Section B
What Is 'Good Public Works Governance'?

This section provides an overview describing the various aspects of public works, it's importance and what is involved in good governance. Regulatory and certification matters are also discussed.

Section C
Information & Training Resources

This section provides the reader with access to a listing of selected information sources that relate to public works. The information includes both Aboriginal and non-Aboriginal sources. Those that primarily serve First Nations are categorized separately. Public sector organizations such as federal, provincial, territorial and other organizations such as associations, colleges, universities and training institutions are also included. The information provided includes items such as organization names, locations and contacts.

Section D
Self Assessment Tool

The Self Assessment Tool allows readers to consider some of the particular aspects and principles of good public works governance as it applies to their communities. The Tool is intended to assist community leaders, public works managers, administrative personnel, technical/operational staff and First Nation advisors to increase awareness of their present situation related to public works. It can also be used to stimulate discussions about what directions might be taken in the future.

Section E
Other References

Section E provides other First Nation public works documents and information made available by Real Property Services for INAC.

Section F
Glossary of Terms

Section F provides a glossary of some of the key terms used in this compendium.

5.0 Scope and Limitations

This compendium is intended to serve as a supplemental source of information to First Nations interested in finding out more about the good governance of public works. It is not intended to serve as an all-inclusive resource to be used in isolation of other relevant and available sources. Every attempt has been made to provide a cross section of information available. The authors are not responsible for any errors, omissions or issues pertaining to the completeness or currency of information provided.

In listing various references, organizations and contacts, the authors do not vouch for the legitimacy or competence of those entities. Readers making use of the references should do so only after satisfying themselves that the individuals or organizations are qualified to meet their specific needs.

The Self Assessment Tool is intended to assist First Nations in thinking through how they want to address public works issues. It is not, however, intended to be a guide for the evaluation of a public works system or for regulatory compliance requirements within that system.

Complementing Available Information
& Helping To Increase Awareness

Section B

What Is
'Good Public Works Governance'?

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Section B - What Is 'Good Public Works Governance'?

1.0 What Is Public Works?

Public works consists of the public facilities and infrastructure, as well as related services and support systems, required to meet community needs. The management and administration of public works ensures that all components are working together in a way that is practical and cost effective. The planning, regulation, design, construction, operation and maintenance of capital works are central to the public works function.

Providing Essential Community Services

2.0 What Are The Primary Public Works Functions?

The following is a list of technical areas that are typically within the public works function:

- Public Works Management and Administration
- Buildings
- Drainage & Surface Water Management
- Energy Efficiency and Electrification
- Fire Protection & Emergency Response
- Land Use/Community Planning
- Parks & Recreation
- Roads & Bridges
- Solid Waste Management
- Water & Sewage Systems
- Wharves & Harbours
- Workplace Health & Safety

Diverse Technical Requirements

The following aspects are involved in the delivery of the previously listed public works services:

- *capital projects*, generally involving the construction of new facilities, requiring a working knowledge of needs and cost forecasting, planning, project management, design, contract administration and construction practices;
- *operation and maintenance* of existing facilities;
- developing and enforcing *regulations*;

- *management and administration* of human and financial resources, legal and potential liability issues, insurance and risk management etc.

Coordinated Management & Administrative Functions

Related Functions

In addition to the previously listed public works functions, there are certain other functions which are closely related and sometimes have some cross-over with public works. Three of these related functions are housing, environmental aspects and cemeteries. A brief description of these functions is provided below.

Housing

The provision of community housing is a function which may be linked to a First Nation's public works program in terms of regulation, inspection, design and operation, and maintenance. Detailed information for housing is provided here as information is readily available from various national and regional First Nation organizations as well as provincial and territorial sources. Excellent sources of information for housing include the Assembly of First Nations, various tribal councils and the Canadian Mortgage and Housing Corporation (CMHC).

Environmental Aspects of Public Works Delivery

Many public works activities have a direct impact on the environment and community health. It is for this reason that environmental assessment and protection should be an integral part of all public works activities. Dispensing fuel, operating a garage, land uses such as landfills or sewage lagoons, are just a few examples of public works activities which are likely to contaminate the environment if they are not properly managed. The impact that an activity will have on the environment should be considered before a project is undertaken, while it is being delivered and after it is completed. Any major public works activity should budget for an environmental site assessment before work starts. Managing the environmental impacts of past, present and future public works activities on land and water resources should be an integral part of community plans and budgets.

Although there is some discretion as to the requirement to perform an environmental assessment under the Canadian Environmental Assessment Act for a project funded by First Nation monies, it wise to do so from the point of view that an environmental assessment will help to identify potential impacts the proposed project might have on the environment. As well, federal, provincial, territorial and municipal environmental laws and codes exist in order to protect the environment and natural resources. Whether applicable on First Nation lands or not, they can serve as guidelines or codes of good practice for the delivery of public works functions on First Nation land.

The environment is always changing, as are the regulations and remediation technologies which apply to it. Training is an important part of maintaining good management practices with regard to the environment. There are two Internet sites which list a collection of environmental courses available to First Nations:

http://learnet.gc.ca/eng/comcentr/science/eat_eng/index_e.htm

This is a comprehensive catalogue of environmental training and awareness materials that has been made available by the Environmental Awareness and Training Working Group of the Federal Committee on Environmental Management Systems (FCEMS).

http://www.cchrei.ca/publications.html

This is a listing of academic environmental courses available at colleges and universities across Canada.

For further assistance in building capacity with regard to environmental issues, contact regional INAC Environment and Natural Resources Staff or regional RPS for INAC staff.

In addition to the environmental assessment aspects of public works delivery, there is also an aspect involving environmental protection as part of an emergency response strategy. Quite often this involves the containment of pollutants or hazardous materials to prevent them from spreading to the environment.

Cemeteries

In some cases, public works staff can be involved in providing service to the local cemetery or burial grounds. This might involve the digging of graves and/or grounds maintenance.

3.0 Why Is Public Works Important?

Public works is a vital function in any community. It impacts upon almost all other critical governance functions such as land use planning, health and safety, economic/sustainable development, resource management and environmental protection. The operation of an effective and consistently reliable public works system cannot be taken for granted. Should such a system fail to serve it's public at any time, the results could be tragic. The consequences can be considerable in terms of loss of life and injury as well as economic cost and potential liability. On the other hand, a well managed and effectively operated public works system can help to improve a community's standard of living and support the development of a healthier and safer community.

Responsibility To The Public

4.0 *What Are The Principles of 'Good Governance' For Public Works?*

Many of the general principles of good governance apply to public works. Some of these include:

- *Vision & Direction* to ensure that what is planned and implemented is in keeping with broad community goals.

- *Effectiveness* to ensure that the public works aspects of the community vision are delivered reliably and responsibly in a way that will protect human health and safety, as well as the environment.

- *Accountability*, to ensure that the community and those responsible for delivering public works have a common and accepted understanding of expectations and what is to be accomplished.

- *Sustainability* to ensure that the public works delivery system can continue to operate on an ongoing and permanent basis without placing unnecessary stress on community resources or the environment.

- *Positive Public Image* to enhance education, and provide opportunity for voluntary activities and involvement to strengthen the community.

Achieving Community Satisfaction
& Earning Trust

5.0 *Organizational and Delivery Arrangements*

First Nations can choose from several organizational options to deliver their public works functions. This may include one of the following or a combination of:

- internal public works department of the First Nation
- support from Tribal Councils and First Nation technical organizations
- joint approaches with nearby communities, Aboriginal and/or non-Aboriginal
- support from consultants and contractors
- government involvement.

Some of the factors that affect the organization and delivery of public works include:

- the overall management and administrative regime of the First Nation
- the First Nation's vision for their desired level and scope of involvement in the delivery of public works
- size and location of the community

- characteristics of the public works facilities and systems in the community
- the availability of managerial, administrative, technical and financial capacities and resources.

As First Nations move towards self governance, the range of options for the delivery of public works functions is likely to expand.

Many Options Available To First Nation For The Delivery Of Public Works

The availability of suitable First Nations capacity is essential to the effective management and delivery of public works in any community. Capacity in this sense generally includes management and administration, expertise in the various technical functions, the delivery of capital works and the operation and maintenance of public works infrastructure. The development of capacity is often an ongoing process. The following references are included in Section E of this compendium to provide additional information regarding capacity building for First Nation public works:

'*Building Capacity for Sound Public Works in First Nation Communities - A Planning Handbook*', RPS for INAC, Spring 2001

'*Profiles of Successful Public Works Delivery in First Nation Communities*', RPS for INAC

Capacity Is Key

6.0 The Regulatory And Certification Setting

A key part of the public works function in Aboriginal communities is the regulatory and certification considerations. The following describes, in general terms, the purpose of regulations and certification for public works functions and how they currently work in First Nation communities.

Regulation

Regulations are used to set standards for the effective and safe operation of public works and are accompanied by inspection, enforcement and redress mechanisms. Those responsible for the regulated system have certain legal responsibilities as well as potential liabilities. For a First Nation community, responsible officials and staff may include:

- the First Nation as represented by Chief and Council

- public works managers
- public works operators
- technical advisors and consultants
- regulatory authorities.

Regulations typically focus on the necessity of having qualified and competent people act with due diligence in the delivery of public works functions in a manner that is safe and responsible to the public. This applies to all of the technical areas that are typical of public works.

The regulatory approach provides some assurance that a standard of care will be taken. Most individuals involved in the delivery of public works are in support of meaningful and stringent regulation because of the importance of public works functions to health and well being. However an overly complicated regulation structure can result in an inflexible, costly and unmanageable system.

Currently, under Section 80(1) of the *Indian Act*, First Nations may create limited by-laws in certain public works areas. First Nations can also use various voluntary measures to maintain health and safety standards, such as hiring operators, tradesmen and professionals who are required to meet certain professional standards. New regulatory regimes are being established under self-government arrangements to allow First Nation governments to develop and implement their laws.

Many First Nations, supported by Tribal Councils, technical support organizations and private firms have adopted the use of the stringent technical standards and industry best practices. Model codes, guidelines and regulations are available from various sources that can be adapted by a First Nation community to fit their requirements. These codes set out standards in a wide variety of areas including building and fire codes, operator certification requirements, hazardous material handling, energy conservation, sewer use bylaws, etc.

Certification

Certification is a process which ensures that individuals and organizations responsible for delivering public works are qualified to carry out their responsibilities. An example of this would be the requirement for water and sewage facility operators to be certified to a level which matches the classification of the plant(s) they operate.

A person or organization applying to be certified in a certain area must meet the requirements of a governing body for that area. Requirements of that governing body may include:

- specified training and/or education
- written tests
- practical experience.

Certification sometimes requires periodic renewal to ensure that the certified party remains capable and current with the requirements necessary to carry out the function.

7.0 Additional References

The following references are included in Section E of this compendium to provide additional information regarding public works functions and First Nation organization and delivery arrangements:

> '*Building Capacity for Sound Public Works in First Nation Communities - A Planning Handbook*', RPS for INAC, Spring 2001
>
> The '*Backgrounder*', *Appendix A*, '*Basic Descriptions of Public Works Functions*', RPS for INAC, March 2000.

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Information & Training Resources

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Section C - Information & Training Resources

1.0 Introduction

What is the Compendium of Information and Training Resources?

The Compendium of Information and Training Resources provides a listing of selected information sources that relate to public works. This information can be used by First Nation leaders, public works managers, administrators and operational staff to increase awareness of public works planning and technical issues. The compendium focuses on information sources that are most critical to First Nation public works in terms of capacity development, training, regulation and certification.

How is the Compendium Organized?

The information is arranged according to Province/Territory and includes a section for national and international sources. The document is further subdivided into the various public works technical areas.

Referenced organizations are subdivided into four categories:

Category I	First Nation Advisory Organizations
Category II	Public Sector Organizations (Federal, Provincial, Territorial, Other)
Category III	Associations, Colleges, Universities & Training Institutions
Category IV	Private Sector Organizations - Although it is recognized that there are many private sector resources available, it is not possible to list these sources in this compendium. The reader is advised to contact the organizations listed in the other categories for information regarding possible resources available from the private sector.

References in the compendium typically include organization names, locations and phone numbers and website addresses if available.

How Can The Compendium Be Used?

The compendium can be used in a variety of ways, including:

1. referring to the written text of the compendium for descriptions of public works functions and governance issues
2. directly contacting listed organizations of particular interest to your First Nation or to First Nation individuals involved in public works
3. accessing the Internet web sites listed for the organizations of interest; direct links are provide in the on-line version of this document

4. using the Self Assessment Tool (Section D) as a basis for stimulating thought and discussion about potential ways to develop a vision of how your First Nation would like to see public works delivered in your community.

2.0 *Overview of Public Works Functions*

This section provides a basic overview of what is involved in each of the following technical areas of public works:

- Public Works Management and Administration
- Buildings
- Drainage and Surface Water Management
- Energy Efficiency and Electrification
- Fire Protection & Emergency Preparedness
- Land Use/Community Planning
- Parks & Recreation
- Roads & Bridges
- Solid Waste Management
- Water & Sewage Systems
- Wharves & Harbours
- Workplace Health & Safety.

Additional information is provided in Section E in the *'The Backgrounder', Appendix A, 'Basic Descriptions of Public Works Functions' (RPS for INAC)*. This reference provides an overview of the following aspects of the various public works functions:

- objectives
- key activities
- organizational implications
- indicators of success
- existing key federal regulations and regulatory agencies.

Public Works Management and Administration

The fundamental management and administration requirements for public works are essentially the same as those of the First Nation itself. The strength of public works management must be reflected at the community leadership level. Some of these fundamental requirements shared by public works and the community itself include:

- an integrated prioritized capital plan with forecasted expenditures
- an annual budget for operational activities
- financial record keeping
- financing of expenditures
- legal affairs
- risk management measures such as insurance, and liability considerations
- policy development and regulation
- human resources, certification and training
- public communication and education.

Buildings

The building function in public works can include the planning, design and construction or retrofit of community buildings and ongoing maintenance. This must be done in a manner that provides a safe environment for the use of the building and also minimizes facility depreciation, equipment and structural failures, and long term maintenance costs. It also includes the regulation of building standards in community, commercial and residential buildings. This may therefore involve some interaction with the community's housing program.

Issues involved in community building maintenance include:

- preventative maintenance
- emergency maintenance
- energy audits and conservation
- security
- custodial services and supplies inventory
- accessability and emergency exits.

Drainage and Surface Water Management

Stormwater management addresses surface drainage and the control of flooding including nuisance flooding, erosion control, loss of property and danger to human life. Practices and procedures need to address flood damage mitigation and control, drainage, stormwater quality management and floodplain management.

Energy Efficiency and Electrification

The source of power supply to First Nation communities varies from the receiving power from the provincial/territorial grid system to individual diesel generating stations. Some First Nations meet some or all of their heating and power requirements through wood heating projects or hydro or alternative power generation projects. Energy efficiency is a particularly significant issue for those communities with on-site power generation.

Energy efficiency from the public works perspective can include policies to encourage energy efficient construction of new and retrofit housing and community buildings and facilities. Energy audits can be completed for existing facilities to determine if energy efficient upgrading is warranted.

A useful reference available from INAC is entitled " *Overview of Energy Efficiency Options For Aboriginal and Northern Communities* " (RPS for INAC).

Fire Protection and Emergency Preparedness

Fire protection involves fire fighting, fire prevention and education, and regulation to ensure fire safety. Fire fighting services can be delivered internally or through an arrangement with a neighbouring community or municipality. Similarly the First Nation should consider the need to establish an emergency response capacity to respond to major events such as floods, explosion, earthquakes and environmental emergencies.

Land Use/Community Planning

The objective of land use or community planning is to provide for orderly community land use, growth and development. The community's land use plan should protect the health, well-being and convenience of its members, minimize potential environmental impacts, and support the communities economic and cultural development plans. As the land use plan shapes the growth of the community, the plan becomes the basis for the community capital development program.

The preparation of a community plan requires involvement of the community leadership and significant community consultation. Input is required from a public works point of view regarding the feasibility and impact of various infrastructure servicing options.

Once the plan is adopted, a land use regulation process is required in order to ensure compliance with the plan. Municipalities typically use zoning and other bylaws to ensure compliance with the plan.

Parks and Recreation

The objective of a parks and recreation program is to provide for community recreational opportunities suitable to the community needs. It can also include the protection of selected land and water areas in the community or First Nation area of jurisdiction. The development of a parks and recreation program may involve various interests in planning, economic development and social programming. Although public works will be involved in the planning stages and with programming issues, the focus of public works involvement will likely be with the development of new facilities and the maintenance of existing facilities.

Recreational facilities may include:

- playgrounds and equipment
- walks and trails
- ice rinks, toboggan hills
- public washrooms
- picnic, community parks or pow-wow grounds
- protected areas (natural and cultural).

Roads and Bridges

The objective of the roads and bridges function is to construct and maintain roads and bridges to a level to allow safe and efficient mobility into and within the community. In addition to the adoption of design and maintenance standards, issues involved with road maintenance can include:

- traffic control, signage and visibility of signage
- speed limits
- grading, heavy equipment operation
- snow clearing and removal
- maintenance coordination with water/sewer and emergency services
- inspection, condition rating and asset management
- load rating
- debris, litter collection and dead animal pickup
- material storage and handling (salt, sand, gravel, pesticides, patch).

Solid Waste Management

Solid waste management involves the collection and disposal of waste materials. The most common method of disposal involves landfilling the waste. Solid waste management can also involve recycling, composting and other waste reduction incentives. If waste is taken to a landfill operated by another jurisdiction, then transfer stations may be required.

Issues involved with the operation of a landfill facility include:

- operations plan
- protection of groundwater and local surface waters
- environmental monitoring
- drainage control
- nuisance odours, litter and aesthetics
- insect and rodent control
- bird control
- closure, including post-closure monitoring.

Water and Sewage Systems

Recent events in Canada have reinforced the importance of having qualified operators being responsible for potable water supply systems. This necessity is equally important for the operation of sewage systems. Knowledgeable and responsible operators with proper education and training are essential to ensure that water and sewage systems are operated in a way that continuously protects the health and safety of community members and protects the environment.

Water Systems

Potable water supply addresses the need to provide the required quantity and quality of drinking water. In most cases, the potable water supply is also used for other domestic purposes. Components of a water supply system typically include the source of water (individual wells, community wells, surface water sources, possibly adjacent communities), water treatment plants, storage facilities and booster pumping facilities, the distribution network (piped and/or truck hauled) and the supply of water for fire protection.

The provision of good quality drinking water is one of the most basic and important services offered to a community. Public health and well-being is dependent on water quality consistently meeting required quality standards. Due to recent events involving threats to human health, regulatory requirements and monitoring have been increased in several provinces/territories.

Other issues involved in the operation of a water supply system include:

- watershed and source protection
- water demand management/water conservation
- maintaining records of water supply and distribution infrastructure and condition
- sampling and testing procedures and public notification procedures
- emergency measures.

Programs and services regarding water and wastewater for First Nations are provided through First Nation Chiefs and Councils, Health Canada (HC), Environment Canada, and Indian and Northern Affairs Canada (INAC). Generally the First Nation Chief and Council have prime responsibility for ensuring that water facilities are designed, constructed, maintained and operated in accordance with established standards.

A useful reference available from INAC is entitled '*Safe Drinking Water On First Nations Reserves*'.

Sewage Systems

Sewage systems typically involve collection, pumping, treatment and disposal systems. They can include septic systems, truck haul, pressure or gravity collection systems, lagoons, mechanical treatment plants, and discharge outfalls.

Following the sewage treatment process, the treated liquid or 'effluent' is typically discharged to a surface water body such as a lake or river. The point of discharge is strategically located remote from, and downstream of any intakes for potable water systems. The treated effluent must be of acceptable quality, based on the characteristics of the receiving water body. Discharge criteria for surface water discharge is generally determined on a site by site basis depending on the ability of the receiving body of water to accept the effluent.

Other aspects involved in the operation of a sewage system may include:

- sewer use restrictions used to regulate the quality and quantity of sewage entering the collection system
- maintaining records of collection system infrastructure and condition
- inflow and infiltration control, including stormwater and sump pump connections
- management of sludge generated by most treatment processes (also referred to as biosolids or residuals management)
- emergency preparedness and response measures.

Wharves and Harbours

Many First Nation communities are situated on or near water. Wharves and harbours often provide a vital transportation service to provide access for the movement of people and materials. The design and operation of these facilities relies on a well designed, sheltered, docking facility with adequate depth of water, navigational aids, unloading and storage facilities and an appropriate road to link to the community. The design of these facilities falls under the jurisdiction of Fisheries and Oceans Canada (including Coast Guard) and Transport Canada. In some cases, it is part of the public works function to maintain wharf and harbour facilities. This may involve:

- snow removal and other maintenance associated with on-shore access
- ice damage prevention and/or repair
- lighting maintenance
- dredging to ensure adequate water depth.

Workplace Health and Safety

> Attention to workplace health and safety is necessary to reduce the risk of personal injury or loss of life. It can also assist in reducing accident costs and improving productivity. Health and safety considerations apply to construction site settings as well as other workplaces such as offices and warehouses. Public works activities often involve hazardous work environments including work near traffic, in trenches and with tools, machinery and chemicals.

A safety program involves maintaining safe workplace conditions, making available the appropriate safety tools and supplies and providing job-specific training. In order to be successful, ongoing safety monitoring and enforcement is required.

It is important to recognize that management is responsible for health and safety and that workers cannot be requested or required to undertake work in unhealthy or unsafe conditions.

3.0 *Information and Training Resources*

The remainder of this section includes a listing of selected information sources that relate to public works. This information focuses on sources that are most critical to First Nation public works in terms of capacity development, training, regulation and certification. The information is arranged according to Province/Territory and includes a section for national and international sources. The document is further subdivided into the various public works technical areas.

Referenced organizations are subdivided into four categories:

Category I	First Nation Advisory Organizations
Category II	Public Sector Organizations (Federal, Provincial, Territorial, Other)
Category III	Associations, Colleges, Universities & Training Institutions
Category IV	Private Sector Organizations

References in the compendium typically include organization names, locations and phone numbers and website addresses if available.

Reference information is provided in the following pages and is organized as follows:

Alberta
British Columbia
Manitoba
New Brunswick
Newfoundland and Labrador
Northwest Territories
Nova Scotia
Ontario
Prince Edward Island
Quebec
Saskatchewan
Yukon

National
International

Information and Training Resources

Province of Alberta

Buildings

1. First Nation Advisory Organizations

☐ Yellowhead Tribal Council
P.O. Box 150 Enoch, Alberta T7X 3Y3
(780) 470-3454
The tribal council has done some informal training of building operators.

2. Public Sector Organizations

☐ Alberta Human Resources and Employment
http://www.gov.ab.ca/hre/
Information on Alberta's Building Codes

3. Associations, Colleges, Universities and Training Institutions

☐ Alberta Building Officials Association
P.O. Box 4766, Edmonton T6E 5G6
(780) 415-0507 www.aboa.ab.ca

☐ Southern Alberta Institute of Technology
1301 16th Ave NW Calgary, AB T2M 0L4
(403) 284-7248 1-877-284-7248
www.sait.ab.ca
Certificate program in Building Systems Operations including maintaining and operating heating, cooling, electrical and ventilation systems. Extension courses in Alberta building codes.

Drainage and Surface Water Management

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Alberta Environment
www.gov.ab.ca/env/water.html
Information on Alberta's major river basins, legislation, and water standards.

☐ Environment Canada Prairie and Northern Region
www.mb.ec.gc.ca/
Information on surface water management and conservation.

☐ Prairie Farm Rehabilitation Administration
http://www.agr.gc.ca/pfra/pfintroe.htm
Detailed information on surface water conservation and management.

3. Associations, Colleges, Universities and Training Institutions

☐ Canadian Water Resources Association - Alberta Chapter
http://www.cwra.org/branches/abpage1.html
A national organization of those interested in the management of Canada's water resources. Objectives include to raise public awareness, to provide a forum for the exchange of information and to participate in international water resource management policy discussions.

☐ Department of Civil & Environmental Engineering
University of Alberta
Edmonton, AB T6G 2G7
(780) 492-4235 www.civil.ualberta.ca/water/
The University of Alberta maintains a program in water resources engineering.

☐ Prairie Association for Water Management
P.O. Box 1949, Hanna, AB T0J 1P0
(403) 854-2509
Promotes conservation and management of water resources within the prairie region.

Energy Efficiency and Electrification

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Alberta Environment
http://www3.gov.ab.ca/env/index.html
Provides information on how to improve energy efficiency.

3. Associations, Colleges, Universities and Training Institutions

☐ The Pembina Institute for Appropriate Development
Box 7558, Drayton Valley, AB T7A 1S7
(780) 542-6272 www.pembina.org
Information and resources on energy efficiency.

☐ Rocky Mountain Institute
1739 Snowmass Creek Road, Snowmass, CO 81654-9199
(970) 927-3851 www.rmi.org

Fire Protection and Emergency Preparedness

1. First Nation Advisory Organizations

☐ North Peace Tribal Council
P.O. Box 1889, High Level, AB T0G 2A0
(780) 926-3608 www.nptc.ab.ca/nptc/mainframe.htm
The tribal council technical services provide training in fire fighting and fire safety.

☐ Yellowhead Tribal Council
P.O. Box 150 Enoch, Alberta T7X 3Y3
(780) 470-3454
The tribal council has a fire officer who does training for First Nations.

2. Public Sector Organizations

☐ Alberta Human Resources and Employment
http://www.gov.ab.ca/hre/
Information and statistics on Alberta fire safety and prevention.

☐ Human Resources Development Corporation
Alberta/Northwest Territories and Nunavut Regional Office
9700 Jasper Ave, Suite 1440, Edmonton AB T5J 4C1
http://www.hrdc-drhc.gc.ca/profiles/list-AB-e.shtml

3. Associations, Colleges, Universities and Training Institutions

☐ Alberta Fire Chiefs Association
5008 - 142 St. Edmonton, AB T6H 4B4
(780) 437-0982 http://www.afca.ab.ca/
Information on fire safety and training materials.

☐ Alberta Fire Training School
5704 - 47 Avenue Vermillion, AB T9X 1K4
1-888-863-2387 www.afts.ab.ca
Facility for all levels of fire training.

☐ Alberta/Montana Association of Fire Service Instructors
Box 62, Irricana, AB T0M 1B0
(403) 935-4920
www.fire-ems.net/firedept/view/IrricanaABCANADA

☐ Treaty First Nation Fire Fighters Association of Alberta
Box 604, Hobbema AB T0C 1N0

Land Use and Community Planning

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Alberta Agriculture, Food and Rural Development
www.agric.gov.ab.ca/index.html
Provides information on land use planning on public lands.

☐ Prairie Farm Rehabilitation Administration
http://www.agr.gc.ca/pfra/pfintroe.htm
Information on soil, water and range management.

3. Associations, Colleges, Universities and Training Institutions

☐ Faculty of Extension, University of Alberta
(780) 492 3029
www.environment.ualberta.ca/alup/
Offers a certificate program in applied land use planning.

☐ Alberta Association, Canadian Institute of Planners
P.O. Box 596, Edmonton AB T5J 2K8
http://www.cip-icu.ca/English/aboutcip/affiliates.htm
Alberta branch of the Canadian Institute of Planners.

Parks and Recreation

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Sport and Recreation Branch
Alberta Community Development
905 Standard Life Centre, 10405 Jasper Avenue, Edmonton, AB T5J 4R7
(780) 427-6549 www.gov.ab.ca/mcd/

3. Associations, Colleges, Universities and Training Institutions

☐ Alberta Association of Recreation Facility Personnel
#206 5810-2nd St, SW, Calgary AB T3E 7C7
(403) 253-9181 www.aarfp.com

☐ Alberta Parks and Recreation Association
11759 Groat Road, Edmonton, AB T5M 3K6
(780) 415-1745 http://www.sport.ab.ca/

Public Works Management and Administration

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐

3. Associations, Colleges, Universities and Training Institutions

☐ Alberta Association of Municipal Districts & Counties
4504-101 St., Edmonton AB T6E 5G9
(780) 436-9375
www.aamdc.com

☐ Alberta Urban Municipalities Association
8712-105 St., Edmonton AB T6E 5V9
(780) 433-4431 1-800-661-2862
www.auma.ab.ca

☐ Canadian Public Works Association - Alberta Chapter
www.publicworks.ab.ca
Developed a training program and voluntary three level certification program. Course material developed in conjunction with the Southern Alberta Institute of Technology www.sait.ab.ca

☐ Faculty of Extension, University of Alberta
(780) 492-5532
www.environment.ualberta.ca/CA/index.cfm
Offers a certificate program in construction administration

☐ Society of Local Government Managers of Alberta
Box 308, Bruderheim AB T0B 0S0
(780) 796-3836
www.clgm.net

Roads and Bridges

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Alberta Infrastructure
www.tu.gov.ab.ca
Technical standards for roads and bridges

3. Associations, Colleges, Universities and Training Institutions

☐ The Alberta Roadbuilders and Heavy Construction Association
#201, 9333 - 45 Avenue, Edmonton AB T6E 5Z7
(780) 436-9860 www.arhca.ab.ca/

Solid Waste Management

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Alberta Environment
www.gov.ab.ca/env/
Information on industrial and municipal waste programs.

3. Associations, Colleges, Universities and Training Institutions

☐ Northern Alberta Institute of Technology
www.nait.ab.ca
Certificate program in Solid Waste Management. The program is designed for operators of community waste management programs and covers the basics of waste collection, handling and disposal.

☐ Recycling Council of Alberta
P.O. Box 40552, RPO Highfield, Calgary, AB T2G 5G8
(403) 287-1477 www.recycle.ab.ca/

☐ Solid Waste Association of North America
(519) 776-6441 www.swana.org
Provides training, information resources and information sharing for operators and managers involved in solid waste management.

☐ Toxics Watch Society of Alberta
10511 Saskatchewan Drive, Edmonton, AB T6E 4S1
(403) 413-6930 www.freenet.edmonton.ab.ca/compost/

Water and Sewage Systems

1. First Nation Advisory Organizations

☐ North Peace Tribal Council
P.O. Box 1889, High Level, AB T0G 2A0
(780) 926-3608 www.nptc.ab.ca/nptc/mainframe.htm
The tribal council technical services provide a Circuit Rider Program to train water and sewer plant operators.

2. Public Sector Organizations

☐ Alberta Infrastructure
www.tu.gov.ab.ca/CM/Source/Views/Menu/InternetView.asp?ADsPath=/cn=1/cn=120
Information on Alberta's water management and facility upgrading programs.

☐ Alberta Environmental Protection
Standards and Guidelines Branch

3. Associations, Colleges, Universities and Training Institutions

☐ Alberta Water and Wastewater Operators Association
www.awwoa.ab.ca
Continuing education courses, certification exam preparation and correspondence/home study for water and wastewater operations training.

☐ Northern Alberta Institute of Technology
www.nait.ab.ca
Provides training for water and wastewater operators as part of Water and Wastewater Technician Certificate. Preparation for writing certification exams.

☐ Western Canada Water and Wastewater Association
Suite 203, 301-14th Street NW, Calgary AB T2N 2A1
(403) 283-2003 www.wcwwa.ca
Correspondence course and manuals available for water and wastewater treatment plant operators.

4. Other

Training is also offered by the private sector. Contact any of the organizations listed above for references.

Workplace Health and Safety

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Alberta Human Resources and Employment
http://www.gov.ab.ca/hre/
Information on workplace health and safety programs, as well as regulations.

3. Associations, Colleges, Universities and Training Institutions

☐ Alberta Municipal Health and Safety Association
502, 1101 - 5th Street, Nisku, Alberta T9E 7N3
(708) 955-3701 1-800-267-9764
www.amhsa.net
Information on health and safety, including training resources.

☐ Faculty of Extension, University of Alberta
(780) 492-3037 1-800-808-4784
www.extension.ualberta.ca/occhealth/
Offers a certificate in occupational health and safety. Offered at many locations throughout Alberta.

☐ Northern Alberta Institute of Technology
www.nait.ab.ca

Information and Training Resources

Province of British Columbia

Buildings

1. First Nation Advisory Organizations

☐ Shuswap Nation Tribal Council
(250) 828-9842 www.shuswapnation.org
The tribal council runs an eight week Building Maintenance Worker program

2. Public Sector Organizations

☐ Government of British Columbia, Building Policy Branch
Ministry of Social Development and Economic Security
PO Box 9951 Stn Prov. Govt., Victoria BC V8W 9R3
(250) 356-9011 www.mcaws.gov.bc.ca/building/index.htm
Information on British Columbia's building codes and regulations.

3. Associations, Colleges and Training Institutions

☐ Building Official's Association of British Columbia
Suite 20 - 10551 Shellbridge Way
Richmond BC V6X 2W9
(604) 270-9516
www.boabc.org
BOABC offers courses covering the Building Code in addition to 1 and 2 day training seminars. Provides certification as a Registered Building Official.

Drainage and Surface Water Management

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Ministry of Environment, Lands, and Parks
Water Management Branch
PO Box 9340 Stn Prov. Govt., Victoria BC V8W
www.elp.gov.bc.ca/wat/
Information on flood management, water rights, community watersheds, water conservation, and more.

3. Associations, Colleges, Universities and Training Institutions

☐

Energy Efficiency and Electrification

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Ministry of Energy and Mines
http://www.gov.bc.ca/em/
Listing of the Government of British Columbia's energy efficiency programs.

3. Associations, Colleges and Training Institutions

☐ Association of Canadian Community Colleges
(613) 746-6089
www.accc.ca/energyefficiency/index.htm
Energy Efficiency Program

☐ West Coast Environmental Law Research Foundation
1001 – 207 West Hastings Street, Vancouver, BC V6B 1H7
www.wcel.org/wcelpub/7414.html
An energy strategy for British Columbia.

Fire Protection and Emergency Preparedness

1. First Nation Advisory Organizations

☐ First Nations Emergency Services Society
#320-1290 Hornby Street, Vancouver B.C., V6Z 2R4
(604) 669-7305

2. Public Sector Organizations

☐ Human Resources Development Canada
British Columbia and Yukon Territory Regional Office
Library Square, Suite 1400, 300 West Georgia street
Vancouver BC V6B 6G3
http://www.hrdc-drhc.gc.ca/profiles/list-BC-e.shtml

☐ Ministry of Municipal Affairs
Office of the Fire Commissioner
www.marh.gov.bc.ca/FIRECOM/
Information on Fire Legislation, training and certification, public education, and operational guidelines.

3. Associations, Colleges, Universities and Training Institutions

☐ British Columbia Institute of Technology
(604) 434-1610 http://www.bcit.ca/
BCIT offers an Associate Certificate in Fire Protection Inspection and Testing.

☐ First Nations Emergency Services of British Columbia
1290 Hornby St, Suite 320, Vancouver BC V6Z 2G4
www.fness.bc.ca

☐ Justice Institute of British Columbia
715 McBride Boulevard, New Westminster BC V3L 5T4
(604) 525-5422 www.jibc.bc.ca
Provides fire protection training and has a emergency preparedness program specifically designed for First Nations.

Land Use and Community Planning

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ British Columbia Land Use Coordination Office
Second Floor, 836 Yates Street, Victoria, B.C. V8V IX4
www.luco.gov.bc.ca

3. Associations, Colleges, Universities and Training Institutions

☐ Native Education Centre
285 East 5th Ave., Vancouver BC V5T 1H2
(604) 873-3761
www.necvancouver.org
Offers Aboriginal Land Stewardship Program designed for people working on or interested in land and resource issues or community development.

☐ Planning Institute of British Columbia
Suite 20, 10551 Shellbridge Way, Richmond BC V6X 2W9
(604) 270-2061
www.pibc.bc.ca

☐ Urban and Regional Information Systems Association - BC Chapter
101-1001 West Broadway, Suite 608, Vancouver BC V6H 4E4
www.urisabc.org
Provides educational programs and services related to Spatial Information Systems and integrated solutions.

Parks and Recreation

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Ministry of Environment, Lands and Parks
BC Parks
http://wlapwww.gov.bc.ca/bcparks/index.htm

3. Associations, Colleges, Universities and Training Institutions

☐ British Columbia Recreation and Parks Association
#30-10551 Shellbridge Way, Richmond, BC V6X 2W9
(604)273-8055 www.bcrpa.bc.ca/

Public Works Management and Administration

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Public Works and Government Services Canada
Real Property Services for INAC
600 - 1138 Melville Street, Vancouver, BC V6E 4S3
PWGSC provides some training to First Nations in various areas of public works administration.

3. Associations, Colleges, Universities and Training Institutions

☐ Aboriginal Financial Officers Association of Canada - BC Chapter
Suite 060 - 1959 Marine Dr., North Vancouver BC V7P 3G1
(604) 988-5564
www.afoa.ca
A professional association committed to expanding financial management capacity for aboriginal organizations, providing training, certification and professional development opportunities in financial management.

☐ British Columbia Institute of Technology
(604) 451-6969 http://www.bcit.ca/
BCIT offers training in various areas of public works administration.

☐ Local Government Institute
School of Public Administration, University of Victoria
P.O. Box 1700 STN CSC, Victoria BC V8W 2Y2
(250) 721-8065
www.uvic.ca/lgi/
Dedicated to improving the efficiency and effectiveness of local governments.

☐ Royal Roads University
2005 Sooke Road, Victoria BC V9B 5Y2
(250) 391-2600
www.royalroads.ca

☐ Union of British Columbia Municipalities
Suite 15-10551 Shellbridge Way
Richmond BC V6X 2W9
(604) 270-8226
www.civicnet.gov.bc.ca

Roads and Bridges

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Government of British Columbia
Ministry of Transportation and Highways
www.gov.bc.ca/th/

3. Associations, Colleges, Universities and Training Institutions

☐ British Columbia Institute of Technology
(604) 451-6969 http://www.bcit.ca/
BCIT offers training in roadworks maintenance.

Solid Waste Management

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Environment & Resource Management Pollution Prevention & Remediation
Ministry of Environment, Lands and Parks
www.elp.gov.bc.ca/epd/epdpa/mwr/
Guidelines and strategies for municipal solid and liquid waste.

3. Associations, Colleges, Universities and Training Institutions

☐ Air & Waste Management Association
Pacific Northwest International Section
B.C. & Yukon Chapter
http://www.pnwis.org/Ch_BCY/BCY.htm

☐ British Columbia Institute of Technology
(604) 451-6906 www.eng.bcit.ca/enviro/home/
BCIT offers a Bachelor of Technology in Environmental Engineering Technology, with specializations in water treatment, solid waste, contaminated sites, and others.

☐ Coast Waste Management Association
P.O. Box 85, Qualicum Beach BC V9K 1S7
(250) 752-8293
www.cwma.bc.ca

☐ Recycling Council of British Columbia
225 Smithe St., Vancouver, B.C. V6B 4X7
(604) 683-6009 www.rcbc.bc.ca

☐ Solid Waste Association of North America - BC Pacific Chapter
6300 Hammond Bay Rd., P.O. Box 40, Lantzville BC V0R 2H0
(250) 390-6560
www.ecowaste.com/swanabc

☐ Waste Management Association of British Columbia
Box 125, Port Coquitlam BC V3C 3V5
(604) 945-3605
www.wma.bc.ca

Water and Sewage Systems

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ The Water Management Branch
Ministry of Environment, Lands, and Parks
PO Box 9340 Stn Prov. Govt., Victoria BC V8W
www.elp.gov.bc.ca/wat/
Drinking water standards and information on the maintenance of water supply systems.

☐ Environment & Resource Management Pollution Prevention & Remediation
Ministry of Environment, Lands, and Parks
www.elp.gov.bc.ca/epd/epdpa/mwr/
Guidelines and strategies for municipal solid and liquid waste.

☐ Public Works and Government Services Canada
450 - 1550 Alberni Street, Vancouver, BC V3G 3C5
(604) 666-5144
PWGSC manages the Circuit Rider program which sends trainers to First Nations which wish to participate in the training of water and waste water operators.

3. Associations, Colleges, Universities and Training Institutions

☐ British Columbia Institute of Technology
(604) 451-6906 www.eng.bcit.ca/enviro/home/
BCIT offers a Bachelor of Technology in Environmental Engineering Technology, with specializations in water treatment, solid waste, contaminated sites, and others. Additional training is available in water distribution, storm drainage, pump maintenance and wastewater collection.

☐ British Columbia Water & Waste Association
#342 - 17 Fawcett Road, Coquitlam, BC V3K 6V2
(604) 540-0111 www.bcwwa.org
Provides water and waste water operator training for British Columbia and the Yukon.

☐ Okanagan University College
www.ouc.bc.ca
OUC offers a diploma in Water Quality Technology.

Workplace Health and Safety

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Workers' Compensation Board of B.C.
www.worksafebc.com/default.asp
Provides information and training on occupational health and safety.

3. Associations, Colleges, Universities and Training Institutions

☐ British Columbia Institute of Technology
(604) 432-8429 http://www.bcit.ca/
BCIT offers both a distance education certificate and a diploma in occupational health and safety.

☐ British Columbia Safety Council
21331 Gordon Way, Richmond, B.C. V6W 1J9
(604) 214-7433 www.safteycouncil.bc.ca
Safety training in a large number of areas, including occupational safety.

Information and Training Resources

Province of Manitoba

Buildings

1. First Nations Advisory Organizations

☐ Dakota Ojibway Tribal Council
Box 1148, 702 Douglas St., Brandon MB R7A 7B2
(204) 729-3682

2. Public Sector Organizations

☐ Manitoba Building Officials Association
P.O. Box 2063, Winnipeg MB R3C 3R4
(204) 986-7772

3. Associations, Colleges, Universities and Training Institutions

☐ Manitoba Emergency Services College
1601 VanHorne Ave. E., Brandon MB R7A 7K2
(204) 726-6855 1-888-253-1488
www.firecomm.gov.mb.ca/mesc_introduction.html
Emergency services training including building inspectors certification program.

Drainage and Surface Water Management

1. First Nations Advisory Organizations

☐

2. Public Sector Organizations

☐ Whitemud Watershed Conservation District
Box 130, Meepawa MB R0J 1H0
(204) 476-5019

☐ Turtle River Watershed Conservation District
Box 449, Ste. Rose du Lac MB R0L 1S0
(204) 447-2139

☐ Alonsa Conservation District
Box 33, Alonsa MB R0H 0A0
(204) 767-2301

☐ Turtle Mountain Conservation District
Box 508, 129 Broadway N, Deloraine MB R0M 0M0
(204) 747-2530

☐ Cooks Creek Conservation District
Box 100, 261 Main St., Oakbank MB R0E 1J0
(204)444-3652

☐ Pembina Valley Conservation District
Box 659, 261 Main St., Manitou MB R0G 1G0
(204) 242-3267

3. Associations, Colleges, Universities and Training Institutions

☐ Canadian Water Resources Association - Manitoba Chapter
www.cwra.org
A national organization of those interested in the management of Canada's water resources. Objectives include to raise public awareness, to provide a forum for the exchange of information and to participate in international water resource management policy discussions.

Energy Efficiency and Electrification

1. First Nations Advisory Organizations

☐

2. Public Sector Organizations

☐

3. Associations, Colleges, Universities and Training Institutions

☐

Fire Protection and Emergency Preparedness

1. First Nations Advisory Organizations

☐ Dakota Ojibway Tribal Council
Box 1148, 702 Douglas St., Brandon MB R7A 7B2
(204) 729-3682

☐ Manitoba Association of Native Firefighters
202-286 Smith St., Winnipeg MB R3C 1K4
(204) 949-9061

2. Public Sector Organizations

☐ Human Resources Development Canada - Labour Affairs Program
Suite 750, 226 Graham Ave, Winnipeg MB R3C 0K3
(204) 983-7246
www.mb.hrdc-drhc.gc.ca

☐ Office of the Fire Commissioner
508-401 York Ave., Winnipeg MB R3C 0P8
(204) 945-3322 1-800-282-8069
www.firecomm.gov.mb.ca

3. Associations, Colleges, Universities and Training Institutions

☐ Manitoba Emergency Services College
1601 VanHorne Ave. E., Brandon MB R7A 7K2
(204) 726-6855 1-888-253-1488
www.firecomm.gov.mb.ca/mesc_introduction.html
Emergency services training including fire fighting. Programs are accredited through the International Fire Service Accreditation Congress.

☐ Manitoba Association of Fire Chiefs

Land Use and Community Planning

1. First Nations Advisory Organizations

☐

2. Public Sector Organizations

☐

3. Associations, Colleges, Universities and Training Institutions

☐ Association of Manitoba Municipalities
www.amm.mb.ca
Sample by-laws, agreements, job descriptions and tenders for public use.

☐ Manitoba Professional Planners Institute
2nd Floor, 137 Bannatyne Ave., Winnipeg MB R3B 0R3
(204) 943-3637
www.mppi.mb.ca
Manitoba branch of the Canadian Institute of Planners.

Parks and Recreation

1. First Nations Advisory Organizations

☐

2. Public Sector Organizations

☐

3. Associations, Colleges, Universities and Training Institutions

☐ Manitoba Recreation Facilities Association
P.O. Box 1356, Swan River, MB R0L 1Z0
(204) 734-4141

☐ Recreation Connections, Inc.
194A Sherbrooke St., Winnipeg, MB R3C 2B6
(204) 784-1132
Member of Canadian Parks and Recreation Association. www.cpra.ca

Public Works Management and Administration

1. First Nations Advisory Organizations

☐ Dakota Ojibway Tribal Council
Box 1148, 702 Douglas St., Brandon MB R7A 7B2
(204) 729-3682

2. Public Sector Organizations

3. Associations, Colleges, Universities and Training Institutions

☐ American Public Works Association - Manitoba Chapter
http://manitoba.cpwa.net/
Promotes professional excellence and public awareness through education, advocacy and the exchange of information.

☐ Association of Manitoba Municipalities
www.amm.mb.ca
Sample by-laws, agreements, job descriptions and tenders for public use.

☐ Manitoba Municipal Administrators Association Inc.

☐ Yellowquill College
831 Portage Ave, Winnipeg MB R3G 0N6
(204) 953-2800
www.yellowquillcollege.mb.ca
A first Nations Learning Centre. Offers programs in for Certified Aboriginal Financial Manager and a Diploma Program in First Nation Governance.

Roads and Bridges

1. First Nations Advisory Organizations

☐

2. Public Sector Organizations

☐ Department of Transportation and Government Services
http://www.gov.mb.ca/tgs/

3. Associations, Colleges, Universities and Training Institutions

☐

Solid Waste Management

1. First Nations Advisory Organizations

☐

2. Public Sector Organizations

☐ Department of Conservation - Environment
http://www.gov.mb.ca/conservation/

3. Associations, Colleges, Universities and Training Institutions

☐ Solid Waste Association of North America - Canadian Prairie Chapter
City of Winnipeg, 2nd Floor, Century Place, 103-1155 Pacific Ave.
Winnipeg MB R3E 3P1
(204) 986-4482 http://www.swanacpc.org/
Prairie chapter of SWANA. Provides training, information resources and information sharing for operators and managers involved in solid waste management.

Water and Sewage Systems

1. First Nations Advisory Organizations

☐ West Region Tribal Council
Manitoba Water and Waste Water Instruction Program
21-4th Ave NW, Dauphin MB R7N 1H9
(204) 638-8225
Offers Circuit Rider Training Program for all First Nation communities in Manitoba.

2. Public Sector Organizations

☐ Department of Conservation - Environment
http://www.gov.mb.ca/conservation/

☐ Public Works Government Services Canada
Real Property Services for Indian and Northern Affairs Canada
(204) 983-5909

3. Associations, Colleges, Universities and Training Institutions

☐ Manitoba Water and Wastewater Association
P.O. Box 25152, 1650 Main St., Winnipeg MB R2V 4C8
(204) 986-7642
Offers training courses, seminars and information.

☐ Red River College Water and Wastewater School
C116-2055 Notre Dame Ave, Winnipeg MB R3H 0J9
(204) 694-1789
www.rrc.mb.ca

☐ Western Canada Water and Wastewater Association
203-301 14th Street NW, Calgary AB T2N 2A1
(403) 283-2003 1-877-283-2003
www.wcwwa.ca
Western Canada chapter of the American Water Works Association and the Water Environment Association. Dedicated to the education, training and networking of members in order to aid them in providing exceptional environmental services to the Community.

4. Private Sector Organizations

Training is also offered by the private sector. Contact any of the organizations listed above for references.

Workplace Health and Safety

1. First Nations Advisory Organizations

☐ Dakota Ojibway Tribal Council
Box 1148, 702 Douglas St., Brandon MB R7A 7B2
(204) 729-3682

2. Public Sector Organizations

☐ Department of Labour - Workplace Safety and Health Division

Winnipeg	(204) 945-3446
Brandon	(204) 726-6361
Thompson	(204) 677-6821
Beausejour	(204) 268-6044
Snow Lake	(204) 358-2392
Portage la Prairie	(204) 239-3201

www.gov.mb.ca/labour/safety

3. Associations, Colleges, Universities and Training Institutions

☐ Manitoba Building Contractors - Construction Safety Services
(204) 775-3171
www.wpgca.com/safety

☐ Manitoba Heavy Construction Association
1236 Ellice Ave., Winnipeg MB R3G 0E7
(204) 947-1379
www.mhca.mb.ca
Offers a Safety Health and Environment Program.

Information and Training Resources

Province of New Brunswick

Buildings

1. First Nation Advisory Organizations

☐ MAWIW Council
318 Maple Street Fredericton, NB E3A 3R4
(506) 458-8124

☐ North Shore Micmac District c/o Eel Ground First Nation
RR #1, Site 3 Newcastle, NB E1V 3L8
(506) 627-4611

☐ St. John River Valley Tribal Council
7 Wulastook Court Woodstock First Nation, NB E7M 4K6
(506) 328-0400

2. Public Sector Organizations

☐ New Brunswick Department of Public Safety
P.O. Box 6000 Fredericton, NB E3B 5H1
http://www.gnb.ca/0276/index.htm

3. Associations, Colleges, Universities and Training Institutions

☐ Construction Association of New Brunswick
190 Brunswick St. Fredericton, NB E3B 1G6
(506) 459-5770
http://ctca.unb.ca/CANB/

☐ Construction Technology Centre Atlantic
University of New Brunswick - Head Hall - Room H229
PO Box 4400, Fredericton, NB E3B 5A3
(506) 453-5000
http://ctca.unb.ca/

The CTCA organizes and presents seminars and conferences on topical issues affecting all construction industry stakeholders. The nationally recognized speakers represent excellence in their respective fields in the academic, private, and government sectors bringing a balance of the practical and the theoretical. Reflecting changing needs and business climates, conferences and seminars cover a variety of subjects.

Drainage and Surface Water Management

1. First Nation Advisory Organizations

☐ MAWIW Council
318 Maple Street Fredericton, NB E3A 3R4
(506) 458-8124

☐ North Shore Micmac District c/o Eel Ground First Nation
RR #1, Site 3 Newcastle, NB E1V 3L8
(506) 627-4611

☐ St. John River Valley Tribal Council
7 Wulastook Court Woodstock First Nation, NB E7M 4K6
(506) 328-0400

2. Public Sector Organizations

☐ New Brunswick Department of Environment and Local Government
P.O. Box 6000 Fredericton, NB E3B 5H1
(506) 453-3827
http://www.gnb.ca/0009/index.htm

3. Associations, Colleges, Universities and Training Institutions

☐ Ducks Unlimited Fredericton
752 Union St. Fredericton, NB E3A 3P2
(506) 458-8848
www.ducks.ca

☐ Canadian Water Resources Association - New Brunswick Branch
Sayed Ismail, Branch President
NB Power, P.O. Box 2000 Fredericton, NB E3B 4X1
(506) 462-3877
www.cwra.org www.nbpower.com

Energy Efficiency and Electrification

1. First Nation Advisory Organizations

☐ MAWIW Council
318 Maple Street Fredericton, NB E3A 3R4
(506) 458-8124

☐ North Shore Micmac District c/o Eel Ground First Nation
RR #1, Site 3 Newcastle, NB E1V 3L8
(506) 627-4611

☐ St. John River Valley Tribal Council
7 Wulastook Court Woodstock First Nation, NB E7M 4K6
(506) 328-0400

2. Public Sector Organizations

☐ New Brunswick Department of Natural Resources and Energy
P.O. Box 6000 (Hugh John Flemming Forestry Complex) Fredericton, NB E3B 5H1
(506) 453-2614
www.gov.nb.ca/0078/index.htm

☐ New Brunswick Power
515 King Street P.O. Box 2000, Fredericton NB E3B 4X1
(506) 458-4444
www.nbpower.com

3. Associations, Colleges, Universities and Training Institutions

☐ New Brunswick Community College - Moncton Campus
1234 Mountain Rd. Moncton, NB E1C 8H9
(506) 856-2220 1-888-664-1477
www.moncton.nbcc.nb.ca

Fire Protection and Emergency Preparedness

1. First Nation Advisory Organizations

☐ MAWIW Council
318 Maple Street Fredericton, NB E3A 3R4
(506) 458-8124

☐ North Shore Micmac District c/o Eel Ground First Nation
RR #1, Site 3 Newcastle, NB E1V 3L8
(506) 627-4611

☐ St. John River Valley Tribal Council
7 Wulastook Court Woodstock First Nation, NB E7M 4K6
(506) 328-0400

2. Public Sector Organizations

☐ Office of the Fire Marshal - Department of Public Safety
P.O. Box 6000 Fredericton, NB E3B 5H1
http://www.gnb.ca/0276/fire/index-e.asp

3. Associations, Colleges, Universities and Training Institutions

☐ University of New Brunswick - Sir Howard Douglas Hall
3 Bailey Drive P.O. Box 4400, Fredericton NB E3B 5A3
(506) 453-4864 1 800 743-4333 (press #1)
www.unb.ca

Land Use and Community Planning

1. First Nation Advisory Organizations

☐ MAWIW Council
318 Maple Street Fredericton, NB E3A 3R4
(506) 458-8124

☐ North Shore Micmac District c/o Eel Ground First Nation
RR #1, Site 3 Newcastle, NB E1V 3L8
(506) 627-4611

☐ St. John River Valley Tribal Council
7 Wulastook Court Woodstock First Nation, NB E7M 4K6
(506) 328-0400

2. Public Sector Organizations

☐ New Brunswick Department of Environment and Local Government
P.O. Box 6000, Fredericton NB E3B 5H1
(506) 453-3827
http://www.gnb.ca/0009/index-e.asp

☐ New Brunswick Community Planning Act
www.gov.nb.ca/acts/acts/c-12.htm

3. Associations, Colleges, Universities and Training Institutions

☐ Land Use Planning New Brunswick
PO Box 6000, Fredericton NB E3B 5H1
(506) 453-2171

Parks and Recreation

1. First Nation Advisory Organizations

☐ MAWIW Council
318 Maple Street Fredericton, NB E3A 3R4
(506) 458-8124

☐ North Shore Micmac District c/o Eel Ground First Nation
RR #1, Site 3 Newcastle, NB E1V 3L8
(506) 627-4611

☐ St. John River Valley Tribal Council
7 Wulastook Court Woodstock First Nation, NB E7M 4K6
(506) 328-0400

2. Public Sector Organizations

☐ New Brunswick Department of Health and Wellness
P.O. Box 5100, Fredericton, NB E3B 5G8
(506) 453-2536
http://www.gnb.ca/0051/index-e.asp

3. Associations, Colleges, Universities and Training Institutions

☐ Recreation and Parks Association of New Brunswick (RPANB)
440 Wilsey Road, Suite 105, Fredericton NB E3B 7G5
(506) 459-1929
www.rpanb.nb.ca

☐ New Brunswick Council for Fitness and Active Living (NBCFAL)
1216 Sand Cove Road , Saint John NB E2M 5V8
www.nbcfal.ca
The New Brunswick Council for Fitness and Active Living is a non-profit organization that promotes an active living lifestyle as a cultural trademark in New Brunswick. The Council develops, supports and promotes leadership in fitness and active living.

Public Works Management and Administration

1. First Nation Advisory Organizations

☐ MAWIW Council
318 Maple Street Fredericton, NB E3A 3R4
(506) 458-8124

☐ North Shore Micmac District c/o Eel Ground First Nation
RR #1, Site 3 Newcastle, NB E1V 3L8
(506) 627-4611

☐ St. John River Valley Tribal Council
7 Wulastook Court Woodstock First Nation, NB E7M 4K6
(506) 328-0400

2. Public Sector Organizations

☐ New Brunswick Department of Environment and Local Government
P.O. Box 6000, Fredericton NB E3B 5H1
(506) 453-3827
http://www.gnb.ca/0009/index.htm

3. Associations, Colleges, Universities and Training Institutions

☐ Association Francophones des Municipalities du Nouveau-Brunswick, Inc
C.P. 849, 702 rue Principale
Petit-Rocher NB E2E 2E0
(506) 783-4211

☐ Cities of New Brunswick Association Inc.
P.O. Box 1421, Station A
Fredericton NB E3B 5E3
(506) 457-7297

☐ Municipal Human Resources Inc.
200 Prospect St. W., Suite 401
Fredericton NB E3B 2T8
(506) 453-3342

☐ TeleEducation NB
P.O. Box 6000 Fredericton NB E3B 5H1
http://teleeducation.nb.ca/
TeleEducation New Brunswick provides assistance in the development and delivery of distance education programmes.

☐ Union of Municipalities of New Brunswick
115 Allan-A-Dale Lane
Quispamsis NB E2E 1H2
(506) 849-5789

Roads and Bridges

1. First Nation Advisory Organizations

☐ MAWIW Council
318 Maple Street Fredericton, NB E3A 3R4
(506) 458-8124

☐ North Shore Micmac District c/o Eel Ground First Nation
RR #1, Site 3 Newcastle, NB E1V 3L8
(506) 627-4611

☐ St. John River Valley Tribal Council
7 Wulastook Court Woodstock First Nation, NB E7M 4K6
(506) 328-0400

2. Public Sector Organizations

☐ New Brunswick Department of Transportation
P.O. Box 6000, Fredericton NB E3B 5H1
(506) 453-3939
http://www.gnb.ca/0113/index-e.asp

3. Associations, Colleges, Universities and Training Institutions

☐

Solid Waste Management

1. First Nation Advisory Organizations

☐ MAWIW Council
318 Maple Street Fredericton, NB E3A 3R4
(506) 458-8124

☐ North Shore Micmac District c/o Eel Ground First Nation
RR #1, Site 3 Newcastle, NB E1V 3L8
(506) 627-4611

☐ St. John River Valley Tribal Council
7 Wulastook Court Woodstock First Nation, NB E7M 4K6
(506) 328-0400

2. Public Sector Organizations

☐ New Brunswick Department of Environment and Local Government
P.O. Box 6000, Fredericton, NB E3B 5H1
(506) 453-3827
http://www.gnb.ca/0009/index.htm

3. Associations, Colleges, Universities and Training Institutions

☐ New Brunswick Community College
1234 Mountain Rd, Moncton NB E1C 8H9
(506) 856-2220
www.nbcc.nb.ca

Water and Sewage Systems

1. First Nation Advisory Organizations

☐ MAWIW Council
318 Maple Street Fredericton, NB E3A 3R4
(506) 458-8124

☐ North Shore Micmac District c/o Eel Ground First Nation
RR #1, Site 3 Newcastle, NB E1V 3L8
(506) 627-4611

☐ St. John River Valley Tribal Council
7 Wulastook Court Woodstock First Nation, NB E7M 4K6
(506) 328-0400

2. Public Sector Organizations

☐ New Brunswick Department of Environment and Local Government
P.O. Box 6000, Fredericton NB E3B 5H1
(506) 453-3827
http://www.gnb.ca/0009/index.htm

3. Associations, Colleges, Universities and Training Institutions

☐ Atlantic Canada Water Pollution Control Association
729 Charlotte St., Fredericton NB E3B 1M6
(506) 452-9504

☐ Atlantic Canada Water Works Association
P O Box 22159, Halifax NS B3L 4T7
(902) 479-0168
www.acwwa.ns.ca
Offers a variety of courses and workshops related to the operation and maintenance of water systems. Also offers operator certification examinations which meet provincial requirements.

☐ Maritime Provinces Water and Wastewater Association
364 Argyle St., P.O. Box 6000, Fredericton NB E3B 5H1
(506) 453-3824

Workplace Health and Safety

1. First Nation Advisory Organizations

☐ MAWIW Council
318 Maple Street Fredericton, NB E3A 3R4
(506) 458-8124

☐ North Shore Micmac District c/o Eel Ground First Nation
RR #1, Site 3 Newcastle, NB E1V 3L8
(506) 627-4611

☐ St. John River Valley Tribal Council
7 Wulastook Court Woodstock First Nation, NB E7M 4K6
(506) 328-0400

2. Public Sector Organizations

☐ New Brunswick Department of Public Safety
P.O. Box 6000, Fredericton NB E3B 5H1
http://www.gnb.ca/0276/index.htm

☐ Department of Health and Wellness
P.O. Box 5100, Fredericton NB E3B 5G8
(506) 453-2536
http://www.gnb.ca/0051/index.htm

3. Associations, Colleges, Universities and Training Institutions

☐ N.B. Safety Council, Inc. Le Conseil de Sécurité du Nouveau Brunswick, Inc.
440 Wilsey Road, Suite 204, Fredericton NB E3B 7G5
(506) 458-8034
www.nbsafety.com
Offers many courses related to health and safety topics. Some courses include MESH - Managing Employee Safety and Health, how to conduct workplace safety inspections, confined space safety, hazardous materials safety and many other topics.

☐ Workplace Health, Safety and Compensation Commission WHSCC - Head Office
P.O. Box 160, Saint John NB E2L 3X9
(506) 632-2200 1 800 222-9775
www.whscc.nb.ca

Information and Training Resources

Province of Newfoundland and Labrador

Buildings

1. First Nation Advisory Organizations

☐ Innu Nation
PO Box 119 Sheshatshiu, Labrador A0P1M0
tel: 709/497-8398 fax: 709/497-8396
www.innu.ca

2. Public Sector Organizations

☐

3. Associations, Colleges, Universities and Training Institutions

☐

Drainage and Surface Water Management

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐

3. Associations, Colleges, Universities and Training Institutions

☐

Energy Efficiency and Electrification

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Newfoundland Power
P.O. Box 8910, St. John's NF A1B 3P6
(709) 737-2821
www.nfpower.nf.ca

3. Associations, Colleges, Universities and Training Institutions

☐

Fire Protection and Emergency Preparedness

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Human Resources Development Canada
Newfoundland Regional Office
689 Topsail Rd., P.O. Box 12051, St. John's NF A1B 3Z4
http://Www.hrdc-drhc.gc.ca/profiles/list-NF-e.shtml

☐ Municipal and Provincial Affairs
Office of the Fire Commissioner
(709) 726-1050
http://www.gov.nf.ca/mpa/fire_commissioner.html

3. Associations, Colleges, Universities and Training Institutions

☐

Land Use and Community Planning

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Department of Municipal and Provincial Affairs
http://www.gov.nf.ca/mpa/

3. Associations, Colleges, Universities and Training Institutions

☐

Parks and Recreation

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Department of Tourism, Culture and Recreation
Parks and Natural Areas Division
2nd Floor. West Block, Confederation Building P.O. Box 8700 St. John's, NF A1B 4J6
Tel: (709) 729-2431, 729-2424 Fax: 729-1100
http://www.gov.nf.ca/tcr/

3. Associations, Colleges, Universities and Training Institutions

☐

Public Works Management and Administration

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Department of Municipal and Provincial Affairs
http://www.gov.nf.ca/mma/

3. Associations, Colleges, Universities and Training Institutions

☐ American Public Works Association
Newfoundland Chapter President Mr. Charles Renouf
City of Corner Brook, P.O. Box 1080, Corner Brook NF A2H 6E1
(709) 637-1607
www.apwa.net

☐ College of the North Atlantic
P.O. Box 1693, St. John's NF A1C 5P7
(709)758-7282
www.northatlantic.nf.ca
Offers programs in Community Leadership Development

☐ Combined Councils of Labrador
P.O. Box 160, Forteau Labrador A0K 2P0
Represents the municipal towns throughout Labrador.

☐ Newfoundland and Labrador Association of Municipal Administrators
60 Commonwealth Ave., Mount Pearl NF A1N 1W8
(709) 747-0033

☐ Newfoundland and Labrador Federation of Municipalities
P.O. Box 5756, St. John's NF A1C 5X3
(709) 738-0071
www.nlfm.nf.ca

Roads and Bridges

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Works, Services and Transportation
5th Floor, Confederation Building, St. John's NF A1B 4J6
(709) 729-2300
www.gov.nf.ca/wst/

3. Associations, Colleges, Universities and Training Institutions

☐

Solid Waste Management

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Department of Environment - Waste Management
P.O. Box 8700 St. John's, NF A1B 4J6
(709) 729-2563
http://www.gov.nf.ca/env/Env/PollPrev/waste_management.asp

3. Associations, Colleges, Universities and Training Institutions

☐ Multi-Materials Stewardship Board
P.O. Box 8131, Stn. "A", St. John's NF A1B 3M9
(709)753-0949
http://www.mmsb.nf.ca/
MMSB was established as a crown agency of the Provincial Department of Environment and Labour in support of the government's objectives for the development, implementation, and management of new waste diversion strategies.

Water and Sewage Systems

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Department of Environment and Labour
Water Resources Division
P.O. Box 8700, St. John's NF A1B 4J6
(709) 729-2563
http://www.gov.nf.ca/env/Env/water_resources.asp

3. Associations, Colleges, Universities and Training Institutions

☐ Atlantic Canada Water Pollution Control Association
729 Charlotte St., Fredericton NB E3B 1M6
(506) 452-9504

☐ Atlantic Canada Water Works Association
P.O. Box 22159, Halifax NS B3L 4T7
(902) 479-0168
www.acwwa.ns.ca

☐ College of the North Atlantic
P.O. Box 1693, St. John's NF A1C 5P7
(709)758-7282
www.northatlantic.nf.ca

☐ Maritime Provinces Water and Wastewater Association
364 Argyle St., P.O. Box 6000, Fredericton NB E3B 5H1
(506) 453-3824

Workplace Health and Safety

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Department of Environment and Labour
4th Floor, West Block Confederation Building P.O. Box 8700, St. John's NF A1B 4J6
(709) 729-2664
www.gov.nf.ca/env/Labour/OHS/default.asp

3. Associations, Colleges, Universities and Training Institutions

☐ Workplace Health, Safety and Compensation Commission
146 - 148 Forest Rd., P.O. Box 9000, St. John's, NF A1A 3B8
(709) 778-1000 1-800-563-9000
www.whscc.nf.ca
The Workplace Health, Safety and Compensation Commission encourages and promotes injury prevention and health and safety programs in all workplaces and provides injured workers, their dependents and employers a no fault injury insurance program that fosters return to work and efficient disability management.

Information and Training Resources

Province of Nova Scotia

Buildings

1. First Nation Advisory Organizations

☐ The Confederacy of Mainland Mi'kmaq
Millbrook Multi-purpose Centre
57 Martin Crescent
Millbrook Mi'kmaq Native Community
Truro, NS B2N 5V3
(902) 895-6385
http://www.cmmns.com/

The Confederacy of Mainland Mi'kmaq administers the Post Secondary Education Assistance Program for the Afton, Annapolis Valley, Bear River, Horton, and Pictou Landing Mi'kmaq Bands. As an incentive, scholarships are awarded annually to qualifying students.

CMM oversees the Native Education Counselling Unit at Henson College at Dalhousie University. This unit, staffed by a Native Education Counsellor, provides support services to all Native students in the Halifax/Metro area. It is structured to meet the demands of the individual student or group. For example, a student may receive assistance in writing a term paper, choosing courses, career counselling, personal counselling, and/or peer support.

☐ Union of Nova Scotia Indians
Main Office in Sydney
P.O. Box 961, Sydney NS B1P 6J4
(902) 539-4107
www.unsi.ns.ca
Sub-office in Shubenacadie
P.O. Box 129, Shubenacadie NS B0N 2H0
(902) 758-2346

The Union of Nova Scotia Indians represents the Acadia, Chapel Island, Eskasoni, Membertou, Shubenacadie, Wagmatcook and Waycobah First Nation.

2. Public Sector Organizations

☐ Service Nova Scotia and Municipal Relations
1505 Barrington St.
P.O. Box 2734, Halifax NS B3J 3P7
1-800-670-4357
www.gov.ns.ca/snsmr

☐ Nova Scotia Building Code
www.gov.ns.ca/just/regulations/regs/bcregs.htm

☐ National Building Code (Canada)
www.fedpubs.com/subject/housing/natbuilding.htm

3. Associations, Colleges, Universities and Training Institutions

☐ Construction Association of Nova Scotia
260 Brownlow Ave., Unit 3
Dartmouth, NS B2B 1V9
Tel: (902) 468-2267 Fax: (902) 468-2470
http://www.cans.ns.ca/

☐ Nova Scotia Building Officials Association
P.O. Box 50017
Dartmouth, Nova Scotia B2Y 4S2
Phone: (902) 464-1522 Fax: (902) 464-1577
http://nsboa.ca/
The NSBOA represents Building Officials throughout the Province. Membership not only includes Municipal Inspectors, but also Private Home Inspectors, Architects, Technologists and those interested in the Inspection field. The Association provides training, not only for its members, but also for others as well.

Drainage and Surface Water Management

1. First Nation Advisory Organizations

☐ The Confederacy of Mainland Mi'kmaq
Millbrook Multi-purpose Centre
57 Martin Crescent
Truro, NS B2N 5V3
(902) 895-6385
http://www.cmmns.com/

☐ Union of Nova Scotia Indians
Main Office in Sydney
P.O. Box 961, Sydney NS B1P 6J4
(902) 539-4107
www.unsi.ns.ca
Sub-office in Shubenacadie
P.O. Box 129, Shubenacadie NS B0N 2H0
(902) 758-2346
The Union of Nova Scotia Indians represents the Acadia, Chapel Island, Eskasoni, Membertou, Shubenacadie, Wagmatcook and Waycobah First Nation.

2. Public Sector Organizations

☐ Service Nova Scotia and Municipal Relations
1505 Barrington St.
P.O. Box 2734, Halifax NS B3J 3P7
1-800-670-4357
www.gov.ns.ca/snsmr

☐ Nova Scotia Department of Agriculture and Fisheries
Resource Stewardship
P.O. Box 550, Truro NS B2N 5E3
(902) 893-6575
http://www.gov.ns.ca/nsaf/home.htm

3. Associations, Colleges, Universities and Training Institutions

☐ Nova Scotia Wet Places
www.gov.ns.ca/natr/WILDLIFE/wetlands/page0.htm
Eastern Habitat Joint Venture. 1998. NS Wet Places. A joint project of Ducks Unlimited Canada, Nova Scotia Department of Natural Resources, Canadian Wildlife Service, and Wildlife Habitat Canada. Web site.

☐ Canadian Water Resources Association (CWRA) Nova Scotia Branch
NS Dept. of Environment
PO Box 2107, Halifax NS B3J 3B7
www.cwra.org/branches/nspage1.html

☐ Ducks Unlimited Nova Scotia
9 Havelock St , Amherst Nova Scotia B4H 3J6
(902) 667-8726
www.ducks.ca

Energy Efficiency and Electrification

1. First Nation Advisory Organizations

☐ The Confederacy of Mainland Mi'kmaq
Millbrook Multi-purpose Centre
57 Martin Crescent, Truro NS B2N 5V3
(902) 895-6385
http://www.cmmns.com/

☐ Union of Nova Scotia Indians
Main Office in Sydney
P.O. Box 961, Sydney NS B1P 6J4
(902) 539-4107
www.unsi.ns.ca
Sub-office in Shubenacadie
P.O. Box 129, Shubenacadie NS B0N 2H0
(902) 758-2346

2. Public Sector Organizations

☐ Nova Scotia Department of Natural Resources
Energy Management and Utilization
P.O. Box 698, Founders Square
1701 Hollis Street, Halifax NS B3J 2T9
(902) 424-5935
www.gov.ns.ca/natr/energy

☐ CMHC Atlantic Business Centre
P.O. Box 9315, Station A
Halifax NS B3K 5W9
(902) 426-3530
www.cmhc-schl.gc.ca

3. Associations, Colleges, Universities and Training Institutions

☐ Nova Scotia Power
P.O. Box 910, Halifax NS B3J 2W5
www.nspower.ca

☐ Solar Nova Scotia
http://www.solarns.ca/main.htm
Solar Nova Scotia is an affiliate member of the Solar Energy Society of Canada Inc. (SESCI), a not-for-profit organization dedicated to energy conservation and the use of renewable forms of energy.

Fire Protection and Emergency Preparedness

1. First Nation Advisory Organizations

☐ The Confederacy of Mainland Mi'kmaq
Millbrook Multi-purpose Centre
57 Martin Crescent, Truro NS B2N 5V3
(902) 895-6385
http://www.cmmns.com/

☐ Union of Nova Scotia Indians
Main Office in Sydney
P.O. Box 961, Sydney NS B1P 6J4
(902) 539-4107
www.unsi.ns.ca
Sub-office in Shubenacadie
P.O. Box 129, Shubenacadie, NS B0N 2H0
(902) 758-2346

2. Public Sector Organizations

☐ Office of the Fire Marshal
Nova Scotia Department of Environment and Labour
5151 Terminal Road, 6th floor, PO Box 697
Halifax, NS B3J 2T8
(902) 424-5721 1-800-559-3473
www.gov.ns.ca/enla/ofm

3. Associations, Colleges, Universities and Training Institutions

☐ Nova Scotia Firefighters School
P.O. Box 309, Waverley NS B0N 2S0
(902) 861-3823
http://www.nsfs.ns.ca/
The Nova Scotia Firefighters School offers training and education to volunteer and paid firefighters in Nova Scotia. The basic training programs teach firefighters how fire behaves, about fire extinguishers, and how to use hose lines, water, ladders, and self-contained breathing apparatus. The firefighters learn how to extinguish fires and rescue people. Other courses at the school include Fire Service Leadership and Management, and specialized courses on topics such as vehicle extrication, fire safety systems, and others.

☐ List of Fire Halls in Nova Scotia
http://db.fire-ems.net/firedept/deptlist/intl/ca/ns/

Land Use and Community Planning

1. First Nation Advisory Organizations

☐ The Confederacy of Mainland Mi'kmaq
Millbrook Multi-purpose Centre
57 Martin Crescent, Truro NS B2N 5V3
(902) 895-6385
http://www.cmmns.com/

☐ Union of Nova Scotia Indians
Main Office in Sydney
P.O. Box 961, Sydney NS B1P 6J4
(902) 539-4107
www.unsi.ns.ca
Sub-office in Shubenacadie
P.O. Box 129, Shubenacadie NS B0N 2H0
(902) 758-2346

2. Public Sector Organizations

☐ Nova Scotia Department of Natural Resources
Land Services Branch
1701 Hollis Street, Founders Square
Halifax, NS B3J 3M8
(902) 424 - 5935
www.gov.ns.ca/natr

3. Associations, Colleges, Universities and Training Institutions

☐ Nova Scotia Community College
Annapolis Valley Campus
50 Elliott Road, Lawrencetown NS BOS 1M0
(902) 825-2930
www.nscc.ns.ca
Offers a two year diploma program on Land Information and Technology. Courses include planning context, air photo interpretation, municipal environmental analysis and introduction to GIS.

Parks and Recreation

1. First Nation Advisory Organizations

☐ The Confederacy of Mainland Mi'kmaq
Millbrook Multi-purpose Centre
57 Martin Crescent, Truro NS B2N 5V3
(902) 895-6385
http://www.cmmns.com/

☐ Union of Nova Scotia Indians
P.O. Box 961, Sydney NS B1P 6J4
(902) 539-4107
www.unsi.ns.ca
Sub-office in Shubenacadie
P.O. Box 129, Shubenacadie NS B0N 2H0
(902) 758-2346
The Union of Nova Scotia Indians represents the Acadia, Chapel Island, Eskasoni, Membertou, Shubenacadie, Wagmatcook and Waycobah First Nation.

2. Public Sector Organizations

☐ Nova Scotia Department of Natural Resources
Parks and Recreation Division
McElmonds Pond, Onslow Highway
Belmont, NS B0M 1C0
(902) 662-3030
www.gov.ns.ca/natr

3. Associations, Colleges, Universities and Training Institutions

☐ Recreation Nova Scotia
P. O. Box 3010, Park Lane Centre
Halifax NS B3J 3G6
(902) 425-1128
www.recreationns.ns.ca
Recreation Nova Scotia is a vibrant new, province wide, not for profit organization established in 1998 to promote the values and benefits of recreation and leisure; resulting from a merger of the Recreation Association of Nova Scotia, the Recreation Council on Disability in Nova Scotia, and Volunteer Nova Scotia.

☐ Sport Nova Scotia
P.O. Box 3010, Park Lane Centre
Halifax NS B3J 3G6
(902) 425-5450
www.sportnovascotia.com

☐ Community Health Promotion Network Atlantic (CHPNA)
96 Little Dover Road
Memramcook NB E4K 2M8
(506) 758-0987
http://www.chpna.ca/newsite/index.cgi.
CHPNA supports individuals, groups and communities to improve and increase control over their health by making existing health promotion knowledge accessible to people throughout the four Atlantic provinces.

Public Works Management and Administration

1. First Nation Advisory Organizations

☐ The Confederacy of Mainland Mi'kmaq
Millbrook Multi-purpose Centre
57 Martin Crescent, Truro NS B2N 5V3
(902) 895-6385
http://www.cmmns.com/

☐ Union of Nova Scotia Indians
P.O. Box 961, Sydney NS B1P 6J4
(902) 539-4107
www.unsi.ns.ca
Sub-office in Shubenacadie
P.O. Box 129, Shubenacadie, NS B0N 2H0
(902) 758-2346

2. Public Sector Organizations

☐ Nova Scotia Department of Transportation and Public Works
Purdy's Wharf, Tower II, 4th Floor
1969 Upper Water Street, Halifax NS
(902) 424-2297
www.gov.ns.ca/tran

3. Associations, Colleges, Universities and Training Institutions

☐ Henson College
6100 University Avenue, Halifax, NS B3H 3J5
(902) 494-2526
http://www.dal.ca/~henson/index.html
Offers a Certificate program in local government administration. Many courses and programs are offered specifically for Mi'kmaq students through the Confederacy of Mainland Mi'kmaq.

☐ Union of Nova Scotia Municipalities
Suite 1106, 1809 Barrington Street
Halifax NS B3J 3K8
(902) 423-8331

☐ **University College of Cape Breton**
P.O. Box 5300,1250 Grand Lake Road
Sydney, NS B1P 6L2
1-888-959-9995
www.uccb.ns.ca
Offers a certificate in public administration tailored specifically for First Nation applications. Course electives include: Contemporary Mi'kmaq Issues, International Law, Self-determination and Human Rights in Public Policy.

Roads and Bridges

1. First Nation Advisory Organizations

☐ The Confederacy of Mainland Mi'kmaq
Millbrook Multi-purpose Centre
57 Martin Crescent
Truro, NS B2N 5V3
(902) 895-6385
http://www.cmmns.com/

☐ Union of Nova Scotia Indians
P.O. Box 961, Sydney NS B1P 6J4
(902) 539-4107
www.unsi.ns.ca
Sub-office in Shubenacadie
P.O. Box 129, Shubenacadie, NS B0N 2H0
(902) 758-2346

2. Public Sector Organizations

☐ Nova Scotia Department of Transportation and Public Works
Purdy's Wharf, Tower II, 4th Floor,
1969 Upper Water Street, Halifax NS
(902) 424-2297
www.gov.ns.ca/tran

3. Associations, Colleges, Universities and Training Institutions

Solid Waste Management

1. First Nation Advisory Organizations

☐ The Confederacy of Mainland Mi'kmaq
Millbrook Multi-purpose Centre
57 Martin Crescent, Truro NS B2N 5V3
(902) 895-6385
http://www.cmmns.com/

☐ Union of Nova Scotia Indians
Main Office in Sydney
P.O. Box 961, Sydney NS B1P 6J4
(902) 539-4107
www.unsi.ns.ca
Sub-office in Shubenacadie
P.O. Box 129, Shubenacadie NS B0N 2H0
(902) 758-2346

2. Public Sector Organizations

☐ Nova Scotia Department of Environment and Labour
Solid Waste Resource Management
5151 Terminal Road PO Box 697
Halifax, NS B3J 2T8
(902) 424-4125
http://www.gov.ns.ca/enla/emc/wasteman/

☐ Environment Canada - Atlantic Region
45 Alderney Drive, Dartmouth NS B2Y 2N6
(902) 426-7231
www.atl.ec.gc.ca

3. Associations, Colleges, Universities and Training Institutions

☐ Clean Nova Scotia
126 Portland St., Dartmouth NS B2Y 1H8
(902) 420-3474
www.clean.ns.ca

☐ Resource Recovery Fund Board Inc.
14 Court Street, Suite 305
Truro, NS B2N 3H7
(902) 895-7732
www.rrfb.com

Nova Scotia's Solid Waste Resource Directory for the Industrial, Commercial and Institutional (IC&I) Sector has been compiled by the Resource Recovery Fund Board (RRFB) and the Nova Scotia Department of the Environment to assist Nova Scotia businesses and institutions with identifying reuse, recycling, composting, and disposal opportunities in the province. The Directory provides a comprehensive list of haulers, recyclers, equipment suppliers, and other waste-resource related contacts. The directory's contacts are organized into several categories (see the Table of Contents). Within each category, contacts are arranged according to the region within which they are located. Nova Scotia has seven solid waste-resource management regions

☐ Sierra Club of Canada - Atlantic Canada Chapter
Attn: Amelia Clarke
1312 Robie Street, Halifax NS B3H 3E2
(902) 422-5091
www.sierraclub.ca/atlantic

☐ Sierra Club of Canada - Chebucto Group
1312 Robie Street, Halifax NS B3H 3E2
(902)422-5091

☐ Sierra Club of Canada - Cape Breton Group
Sydney, Nova Scotia
email: jacksteele@syd.eastlink.ca

Water and Sewage Systems

1. First Nation Advisory Organizations

☐ The Confederacy of Mainland Mi'kmaq
Millbrook Multi-purpose Centre
57 Martin Crescent, Truro NS B2N 5V3
(902) 895-6385
http://www.cmmns.com/

☐ Union of Nova Scotia Indians
P.O. Box 961, Sydney NS B1P 6J4
(902) 539-4107
www.unsi.ns.ca
Sub-office in Shubenacadie
P.O. Box 129, Shubenacadie NS B0N 2H0
(902) 758-2346

2. Public Sector Organizations

☐ Nova Scotia Department of Environment and Labour
5151 Terminal Road
PO Box 697, Halifax NS B3J 2T8
(902) 424-4125
www.gov.ns.ca/enla

3. Associations, Colleges, Universities and Training Institutions

☐ Nova Scotia Community College
5685 Leeds Street PO Box 1153
Halifax NS B3J 2X1
www.nscc.ns.ca
Offers courses in water supply, water treatment, and water resource management as well as diploma programs for water resource management. They have several campuses around the province and also offer distance training.

☐ Atlantic Canada Water Pollution Control Association
729 Charlotte St., Fredericton NB E3B 1M6
(506) 452-9504

☐ Atlantic Canada Waterworks Association
P O Box 22159, Halifax NS B3L 4T7
(902) 479-0168
www.acwwa.ns.ca
Offers a variety of courses and workshops related to the operation and maintenance of water systems. Also offers operator certification examinations which meet provincial requirements.

☐ Maritime Provinces Water and Wastewater Association
364 Argyle St., P.O. Box 6000, Fredericton NB E3B 5H1
(506) 453-3824

☐ Nova Scotia Environmental Training Centre
Acadia University
Wolfville, Nova Scotia B0P 1X0
(902) 585-1434 1-800-565-6568
http://dragon.acadiau.ca/~nsetc/homepage.html

Workplace Health and Safety

1. First Nation Advisory Organizations

☐ The Confederacy of Mainland Mi'kmaq
Millbrook Multi-purpose Centre
57 Martin Crescent, Truro NS B2N 5V3
(902) 895-6385
http://www.cmmns.com/

☐ Union of Nova Scotia Indians
P.O. Box 961, Sydney, NS B1P 6J4
(902) 539-4107
www.unsi.ns.ca
Sub-office in Shubenacadie
P.O. Box 129, Shubenacadie NS B0N 2H0
(902) 758-2346

2. Public Sector Organizations

☐ Human Resources Development Canada - Labour Program
99 Wyse Road, Dartmouth NS B3A 1L9
(902) 426-4995
P.O. Box 850, Sydney NS B1P 6J3
(902) 564-7130
P.O. Box 697, Halifax NS B3J 2T8
(902) 424-5400 1-800-952-2687
www.hrdc-drhc.gc.ca

☐ Nova Scotia Department of Environment and Labour
5151 Terminal Road
PO Box 697, Halifax NS B3J 2T8
Phone: (902) 424-4125
www.gov.ns.ca/enla

3. Associations, Colleges, Universities and Training Institutions

☐ Nova Scotia Safety Council
2786 Agricola Street, Halifax NS B3K 4E1
(902) 454-9621
www.nssafety.ns.ca
The Nova Scotia Safety Council (NSSC) is a self-sufficient, non-profit, non-government organization dedicated to reducing injury and death due to accidents in three main areas: Public (off the job), Traffic, and Occupational (on the job).

☐ **Nova Scotia Construction Safety Association**
35 MacDonald Ave., Dartmouth NS B3B 1C6
(902) 468-6696
www.nscsa.org
The Nova Scotia Construction Safety Association provides safety training, loss control audit services and other safety interventions to Nova Scotia's construction industry. Mission is to promote a positive occupational health and safety culture shift in the construction industry.

☐ **Workers' Compensation Board of Nova Scotia**
5668 South Street
P.O. Box 1150, Halifax NS B3J 2Y2
Medical Arts Building
336 Kings Road, Suite 117, Sydney NS B1S 1A9
1-800-870-3331 (Mainland) or 1-800-880-0003 (Cape Breton)
www.wcb.ns.ca

☐ **Dalhousie University - Continuing Technical Education**
Sexton Campus
5269 Morris Street, Halifax, N.S. B3J 1B6
1-800-565-1179
www.cte.dal.ca
Offers several continuing education courses on various workplace health and safety topics.

Information and Training Resources

Northwest Territories

Buildings

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Government of the Northwest Territories
Department of Public Works and Services
www.pws.gov.nt.ca
The department has recently produced a publication, *Good Building Practice for Northern Facilities* which specifically addresses issues relating to building in the north.

3. Associations, Colleges, Universities and Training Institutions

☐

Drainage and Surface Water Management

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐

3. Associations, Colleges, Universities and Training Institutions

☐

Energy Efficiency and Electrification

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐

3. Associations, Colleges, Universities and Training Institutions

☐ Arctic Energy Alliance
#101, 5102-51st St., Yellowknife NT X1A 1S7
(867) 920-3333
www.aea.nt.ca
A not-for-profit society that works to reduce the costs and environmental impacts of energy and utility services in the NWT.

Fire Protection and Emergency Preparedness

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Government of the Northwest Territories
Department of Public Works and Services
www.pws.gov.nt.ca
The department of public works carries publications online regarding fire protection.

☐ Human Resources Development Canada
Alberta/Northwest Territories and Nunavut Regional Office
9700 Jasper Ave., Suite 1440, Edmonton AB T5J 4C1
http://www.hrdc-drhc.gc.ca/profiles/list-AB-e.shtml

3. Associations, Colleges, Universities and Training Institutions

☐

Land Use and Community Planning

1. **First Nation Advisory Organizations**

☐

2. **Public Sector Organizations**

☐ Government of the Northwest Territories
Municipal and Community Affairs
www.maca.gov.nt.ca

3. **Associations, Colleges, Universities and Training Institutions**

☐

Parks and Recreation

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Government of Northwest Territories
Municipal and Community Affairs - Building Communities
www.buildingcommunities.org

☐ Government of Northwest Territories
Parks and Tourism
www.gov.nt.ca

☐ New Parks North
www.newparksnorth.org
An annual progress report on natural and cultural heritage initiatives in Northern Canada.

3. Associations, Colleges, Universities and Training Institutions

☐ Aboriginal Sport Circle of the Western Arctic

☐ Northwest Territories Recreation and Parks Association
PO Box 841, Yellowknife, NT X1A 2N6
(867) 669-9129

☐ Northwest Territories Sports
www.nwtsports.nt.ca
website listing sports associations in the Northwest Territories.

☐ Sport North
Box 336 Yellowknife NT X1A 2N3
(867) 873-3032 1-800-661-0797
http://www.sportnorth.com/

Public Works Management and Administration

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Government of the Northwest Territories
Department of Public Works and Services
www.pws.gov.nt.ca

3. Associations, Colleges, Universities and Training Institutions

☐ NAPEGG - Association of Professional Engineers, Geologists and Geophysicists of the N.W.T. and Nunavut
Northern Frontier Regional Visitors Centre, 4807-49th St., Yellowknife, NT X1A 3T5
(867) 920-4055 www.napegg.nt.ca
Provides information on how to select a consulting engineer for projects as well as workshops, including drinking water.

☐ NWT Association of Municipalities
#800-5201 50th Ave.
Yellowknife, NT X1A 3S9
(867) 873-8359

☐ School of Community Government
http://www.buildingcommunities.org/sofcg.html
MACA has established the School of Community Government in partnership with Aurora College, GNWT, federal aboriginal and territorial organizations and the private sector. Goal is to coordinate a "one-stop-shop" for community administrative training.

Roads and Bridges

1. **First Nation Advisory Organizations**

☐

2. **Public Sector Organizations**

☐ Government of the Northwest Territories
Department of Transportation
www.gov.nt.ca/Transportation/documents/index.html

3. **Associations, Colleges, Universities and Training Institutions**

☐

Solid Waste Management

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐

3. Associations, Colleges, Universities and Training Institutions

☐ Air & Waste Management Association
Pacific Northwest International Section
http://www.pnwis.org/Ch_BCY/BCY.htm

☐ Northern Territories Water & Waste Association
www.ntwwa.com
Provides waste management information.

Water and Sewage Systems

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐

3. Associations, Colleges, Universities and Training Institutions

☐ Northern Territories Water & Waste Association
www.ntwwa.com
Provides water and waste water operator training for Northwest Territories.

☐ NAPEGG - Association of Professional Engineers, Geologists and Geophysicists of the N.W.T. and Nunavut
Northern Frontier Regional Visitors Centre, 5, 4807-49th St., Yellowknife, NT X1A 3T5
(867) 920-4055 www.napegg.nt.ca
Provides workshops on drinking water.

Workplace Health and Safety

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Territorial Safety, Health and Well-being Committee
www.hlthss.gov.nt.ca

☐ Workers Compensation Board
Box 8888, Yellowknife NT X1A 2R3
(867) 920-3888 1-800-661-0792
www.wcb.nt.ca
Safety education training.

3. Associations, Colleges, Universities and Training Institutions

☐ Lifesaving Society: Alberta and the Northwest Territories
www.lifesaving.org

Information and Training Resources

Province of Ontario

Buildings

1. First Nation Advisory Organizations

☐ Ontario First Nations Technical Services Corporation
2547 Eglinton Ave. W, Toronto M6M 1T2
416-651-1443 807-623-9595
www.ofntsc.org
Works with tribal councils and individual First Nations to facilitate training programs as requested.

2. Public Sector Organizations

☐ Health Canada
Toronto (416) 973-4389
Sioux Lookout (807) 738-4476
www.hc-sc.gc.ca
Offers training at the Zone level including asbestos and mold removal and indoor air quality.

☐ Ministry of Municipal Affairs and Housing
www.mah.gov.on.ca
Provides information about the Ontario Building Code

☐ Ontario Provincial Standards
www.ops.on.ca
Provides provincial standards on structural issues.

3. Associations, Colleges, Universities and Training Institutions

☐ Confederation College
1450 Nakina Drive, P.O. Box 398 Thunder Bay P7C 4W1
(807) 475-6110 1-800-465-5493 http://www.confederationc.on.ca/
Certificate program in the operation and maintenance of buildings including heating, air conditioning, refrigeration, air handling, electrical system and simple water treatment.

☐ Native Training Centre, North Bay
269 Main St. W., suite 201, North Bay P1B 2T8
(705) 494-4700 www.nativetc.com
Offers training program in community building maintenance

☐ Ontario Building Officials Association

6770 Davand Drive Unit 46, Mississauga L5T 2G3
(905) 564-0364 www.oboa.on.ca

Extensive course listing for the building inspector including the basic plans, plumbing, building science, fire protection, building envelope, HVAC and safety. Association also offers certification as a Certified Building Code Official.

☐ Seneca College

1750 Finch Ave. E., Toronto M2J 2X5
(416) 494-3331 1-800-572-0712
www.senecac.on.ca/bes

Building Environmental Systems program involves an environmentally sound approach to designing and maintaining a building's heating, refrigeration, air handling, water treatment and electrical systems.

Drainage and Surface Water Management

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Ministry of Natural Resources
www.mnr.gov.on.ca

☐ Ontario Provincial Standards
www.ops.on.ca
Provides provincial standards on drainage issues.

3. Associations, Colleges, Universities and Training Institutions

☐ Canadian Water Resources Association - Ontario Chapter
P.O. Box 1329 Cambridge, Ontario N1R 7G6
(519) 622-4764 http://www.cwra.org/branches/onpage1.html
A national organization of those interested in the management of Canada's water resources. Objectives include to raise public awareness, to provide a forum for the exchange of information and to participate in international water resource management policy discussions.

Energy Efficiency and Electrification

1. First Nation Advisory Organizations

☐ Ontario First Nations Technical Services Corporation
2547 Eglinton Ave. W, Toronto M6M 1T2
416-651-1443 807-623-9595
www.ofntsc.org
Works with tribal councils and individual First Nations to facilitate training programs as requested.

2. Public Sector Organizations

3. Associations, Colleges, Universities and Training Institutions

☐ Energy Training Office, Seneca College
1750 Finch Ave. E., Toronto M2J 2X5
(416) 494-3331 1-800-572-0712
www.senecac.on.ca/eto

Fire Protection and Emergency Preparedness

1. First Nation Advisory Organizations

☐ Ontario First Nations Technical Services Corporation
2547 Eglinton Ave. W, Toronto M6M 1T2
416-651-1443 807-623-9595
www.ofntsc.org

Provides review of drawings and specifications, national building code interpretations and liaison for fire chiefs and their departments. Also provides on-site inspections services and on the job training for First Nation inspectors, liaison with HRDC and INAC for new construction projects, review of fire fighter training plans, and assistance with fire prevention material for community programs.

2. Public Sector Organizations

☐ Emergency Measures Ontario
25 Grosvenor Ave., 19th Floor
Toronto ON M7A 1Y6
(416) 314-3723

☐ Human Resources Development Corporation
Ontario Regional Office
4900 Yonge St, 2nd Floor, North York ON M2N 6A8
http://www.hrdc-drhc.gc.ca/profiles/list-ON-e.shtml

☐ Office of the Fire Marshal, Ministry of the Solicitor General

Toronto	(416) 325-3100
Midhurst	(705) 725-7258
London	(519) 873-4045
Kingston	(613) 530-2200
Sudbury	(705) 564-4550
Thunder Bay	(807) 473-3110

www.gov.on.ca/OFM

☐ Ontario Fire College, Office of the Fire Marshal
1495 Muskoka Rd. N., Gravenhurst ON P1P 1W5
(705) 687-2294

3. Associations, Colleges, Universities and Training Institutions

☐ Fire Fighters Association of Ontario
www.ffao.on.ca

☐ Lambton College
http://www.lambton.on.ca/

☐ **Municipal Fire Service Instructors Association**
www.mfsia.org

☐ **Ontario Association of Fire Chiefs**
786 Bath Road, Unit 5, Kingston ON K7M 4Y2
1-800-774-6651 www.oafc.on.ca

☐ **Ontario Native Fire Fighters Society**
P.O. Box 166 Fort Frances ON P9A 3M6
(807) 274-9679

☐ **Ontario Professional Fire Fighters Association**
2695 North Sheridan Way, Suite 140, Mississauga ON L5K 2P8
(905) 823-2158

☐ **Seneca College**
1750 Finch Ave. E., Toronto M2J 2X5
(416) 494-3331 1-800-572-0712
www.senecac.on.ca
School of Fire Protection Engineering Technology

☐ **Sir Sandford Fleming College, Peterborough**
555 Bonaccord St., P.O. Box 4350, Peterborough K9J 7B1
(705) 749-5530 http://www.flemingc.on.ca/News/Locations/peterborough.asp

Land Use and Community Planning

1. First Nation Advisory Organizations

☐ Ontario First Nations Technical Services Corporation
2547 Eglinton Ave. W, Toronto M6M 1T2
416-651-1443 807-623-9595
www.ofntsc.org
Works with tribal councils and individual First Nations to facilitate training programs as requested.

2. Public Sector Organizations

☐ Ministry of Municipal Affairs and Housing
www.mah.gov.on.ca

☐ Ministry of Natural Resources
www.mnr.gov.on.ca

3. Associations, Colleges, Universities and Training Institutions

☐ Association of Ontario Municipalities
www.amo.on.ca

☐ Ontario Professional Planners Institute
Suite 201, 234 Englinton Ave E. Toronto ON M4P 1K5
(416) 483-1873 1-800-668-1448
http://www.ontarioplanners.on.ca/
Ontario branch of the Canadian Institute of Planners.

☐ Urban and Regional Information Systems Association - Ontario Chapter
15 Thornlea Rd, Thornhill ON L3T 1X2
(416) 338-2219
www.urisaoc.on.ca
Provides educational programs and services related to Spatial Information Systems and integrated solutions.

Parks and Recreation

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Ministry of Natural Resources
www.mnr.gov.on.ca

3. Associations, Colleges, Universities and Training Institutions

☐ Ontario Municipal Recreation Association
1185 Eglinton East, Suite 404, North York, M3C 3C6
(416) 426-7151

Public Works Management and Administration

1. First Nation Advisory Organizations

☐ Ontario First Nations Technical Services Corporation
2547 Eglinton Ave. W, Toronto M6M 1T2
416-651-1443 807-623-9595
www.ofntsc.org
Tendering Guidelines for First Nations Construction Projects.

2. Public Sector Organizations

3. Associations, Colleges, Universities and Training Institutions

☐ American Public Works Association - Ontario Chapter
530 Otto Road, Unit 2, Mississauga L5T 2L5
(905) 795-2555 www.apwa.on.ca
Promotes professional excellence and public awareness through education, advocacy and the exchange of information.

☐ Association of Municipal Mangers, Clerks and Treasurers of Ontario

☐ Ontario Good Roads Association
530 Otto Road, Unit 2, Mississauga L5T 2L5
(905) 795-2660 www.ogra.org
Offers training in Public Works Administration geared for smaller communities.

☐ Ontario Learning Opportunities Calender
www.oloc.on.ca
On-line site bringing together information on education and training related to the management and delivery of municipal services in Ontario.

☐ Ontario Municipal Management Institute
P.O. Box 58009, Oshawa L1J 8L6
(905) 434-8885 www.ommi.on.ca
Organization to facilitate and promote management development programs for municipal personnel. Offers an accreditation program recognizing education and experience through four levels of Certified Municipal Manager. Offers training, seminars and publications in the area of financial and human resource management and public administration.

Roads and Bridges

1. First Nation Advisory Organizations

☐ Ontario First Nations Technical Services Corporation
2547 Eglinton Ave. W, Toronto M6M 1T2
416-651-1443 807-623-9595
www.ofntsc.org
Works with tribal councils and individual First Nations to facilitate training programs as requested.

2. Public Sector Organizations

☐ Ontario Ministry of Transportation
www.mto.gov.on.ca

☐ Ontario Provincial Standards
www.ops.on.ca
Provides provincial standards for grading, pavement and traffic safety etc.

3. Associations, Colleges, Universities and Training Institutions

☐ Association of Ontario Road Supervisors
160 King St, P.O. Box 129, Thorndale, N0M 2P0
(519) 461-1271 www.aors.on.ca
Provides certification as Certified Road Supervisor following completion of specified education and experience requirements.

☐ Ontario Good Roads Association
530 Otto Road, Unit 2, Mississauga L5T 2L5
(905) 795-2660 www.ogra.org
Offers training courses in road and works design, road construction and maintenance, heavy equipment operator training, water and sewer operators training and contract administration. Course offerings include T.J. Mahony and C.S. Anderson Road Schools.

☐ Sir Sandford Fleming College, Peterborough
555 Bonaccord St., P.O. Box 4350, Peterborough K9J 7B1
(705) 749-5530 http://www.flemingc.on.ca/News/Locations/peterborough.asp
Heavy equipment technician apprenticeship program.

☐ The Road Authority
530 Otto Road, Unit 2, Mississauga L5T 2L5
(905) 670-0469 www.RoadAuthority.com
An internet-based information resource that allows owners, consultants, contractors and product suppliers to collaborate and share information, including products, services, technical solutions, current standards and discussion forums.

☐ Transportation Health & Safety Association of Ontario
555 Dixon Road, Suite 101, Etobicoke M9W 1H8
(416) 242-4771 1-800-242-5016
www.thsao.on.ca
Offers safety training and information resources for the transportation industry.

Solid Waste Management

1. First Nation Advisory Organizations

☐ Ontario First Nations Technical Services Corporation
2547 Eglinton Ave. W, Toronto M6M 1T2
416-651-1443 807-623-9595
www.ofntsc.org
Works with tribal councils and individual First Nations to facilitate training programs as requested.

2. Public Sector Organizations

☐ Ministry of the Environment
www.ene.gov.on.ca

3. Associations, Colleges, Universities and Training Institutions

☐ Municipal Waste Integration Network
P.O. Box 1116, 704 Glen Morris Rd., Ayr N0B 1E0
(519) 620-9754 www.mwin.org
Organization representing municipal interests with respect to waste minimization and management. Provides information resources and a voice in policy and regulatory development.

☐ Recycling Council of Ontario
489 College St., Suite 504, Toronto ON M6G 1A5
(416) 960-1025
www.rco.on.ca

☐ Solid Waste Association of North America - Ontario Chapter
(519) 776-6441 www.swanaon.org
Ontario chapter of SWANA. Provides training, information resources and information sharing for operators and managers involved in solid waste management.

Water and Sewage Systems

1. First Nation Advisory Organizations

☐ Ontario First Nations Technical Services Corporation
2547 Eglinton Ave. W, Toronto M6M 1T2
416-651-1443 807-623-9595
www.ofntsc.org
Operates a Circuit Rider training program for water, wastewater and bulk fuel operators. Offers Wastewater Effluent Monitoring workshop and Water Treatment Processes with Performance Criteria manual.

2. Public Sector Organizations

☐ Health Canada
Toronto (416) 973-4389
Sioux Lookout (807) 738-4476
www.hc-sc.gc.ca
Provides training at the Zone level for well repair maintenance, individual water treatment systems, water sampling and septic tank operators.

☐ Ministry of the Environment
www.ene.gov.on.ca

☐ Ministry of Municipal Affairs and Housing
www.mah.gov.on.ca/
Provides information regarding septic system installation and operation. Also provides training based on the Building Code for septic system installation and inspection.

3. Associations, Colleges, Universities and Training Institutions

☐ Aboriginal Water and Wastewater Association of Operators
415 Yonge Street, Suite 1107, Toronto M5B 2E7
(416) 977-3488 http://www.ofntsc.org/Services/awwao.html
Organization of aboriginal water and wastewater operators. Provides resource centre for training information and information sharing of native operators.

☐ Electrical and Utilities Safety Association
1-800-263-5024 www.eusa.on.ca
Provides training in the area of safety awareness, trenching, heavy equipment operation, meters and valving.

☐ Georgian College, Barrie
825 Memorial Avenue, Orillia L3V 6S2
(705) 325-2740 www.georgianc.on.ca
Offers courses in water and wastewater treatment for operator certification preparation. Other courses available upon request.

☐ Native Training Centre, North Bay
269 Main St. W., Suite 201, North Bay P1B 2T8
(705) 494-4700 www.nativetc.com
Provides training in classroom, homestudy, on-site, internet and workshop settings.

☐ Ontario Environmental Training Consortium
37 George St. N., Suite 306, Brampton L6X 1R5
(905) 796-3584 www.oetc.on.ca
The Ontario Environmental Training Consortium (OETC), operating under the umbrella of *CON*NECT* (The Colleges of Ontario Network for Education and Training), manages the training and certification program for water and sewage operators on behalf of the Ontario Ministry of the Environment. A list of training resources geared towards preparation for certification exams is listed on the OETC website.

☐ Ontario Good Roads Association
530 Otto Road, Unit 2, Mississauga L5T 2L5
(905) 795-2660 www.ogra.org
Provides training on water and wastewater treatment, collection and distribution system operator certification preparation.

☐ Ontario Rural Wastewater Centre
University of Guelph, School of Engineering
Guelph, Ontario N1G 2W1
(519) 824-4120 www.orwc.uoguelph.ca
Promotes environmentally sustainable development of rural and unsewered areas. Provides training, demonstration and applied research. Training includes installation, inspection, maintenance and operation of septic systems and alternative technology on site systems.

☐ Ontario Water Works Association
45 23rd Street, Toronto M8V 3M6
(416) 252-7060 www.owwa.on.ca
Ontario chapter of the American Water Works Association. Website contains information on seminars, courses, technical papers and links to other related water industry websites.

☐ Water Environment Association of Ontario
14845-6 Yonge Street, Suite 177, Aurora ON L4G 6H8
(905) 726-1300 1-888-355-1300
www.weao.org
Ontario chapter of the Water Environment Federation. Website contains information on seminars, conferences and links to other related wastewater sites.

4. Private Sector Organizations

Training is also offered by the private sector. Contact any of the organizations listed above for references. The OETC website lists training resources, particularly those geared towards preparation for certification exams.

Workplace Health and Safety

1. First Nation Advisory Organizations

☐ Ontario First Nations Technical Services Corporation
2547 Eglinton Ave. W, Toronto M6M 1T2
416-651-1443 807-623-9595
www.ofntsc.org
Assists with resource materials for construction safety handbooks, provides contacts for provincial training personnel in confined space and procedures, assists all cents in code interpretation between federal jurisdiction and provincial areas, provincial authorities and their training capabilities.

2. Public Sector Organizations

☐ Ontario Ministry of Labour
http://www.gov.on.ca/LAB/main.htm

3. Associations, Colleges, Universities and Training Institutions

☐ Electrical and Utilities Safety Association
(905) 890-1011 1-800-263-5024
www.eusa.on.ca
Provides training in the area of safety awareness, trenching, heavy equipment operation, meters and valving.

☐ Municipal Health and Safety Association of Ontario
220 Traders Blvd. E., Mississauga L4Z 1W7
(905) 507-1882 www.mhsao.com
provides information, training and other services to municipalities to promote wellness and prevent injuries and illness in the workplace.

☐ Transportation Health & Safety Association of Ontario
555 Dixon Road, Suite 101, Etobicoke M9W 1H8
(416) 242-4771 1-800-263-5016
www.thsao.on.ca
Offers safety training and information resources for the transportation industry.

☐ Workers Health and Safety Centre

Toronto	(416) 441-1939
Hamilton	(905) 545-5433
Sarnia	(519) 337-6083
Sudbury	(705) 522-8200
Ottawa	(613) 232-7866

www.whsc.on.ca
Provides training in basic certification training, hazard specific training, WHMIS, injuries prevention program. Training provided throughout Ontario including Dryden, Fort Francis, Kenora, Sudbury and Thunder Bay.

☐ Workplace Safety & Insurance Board
200 Front St. W., Toronto M5V 3J1
(416) 344-1000 1-800-387-0750
www.wsib.on.ca
Provides health and safety information including partner facilities and organizations.

Information and Training Resources

Province of Prince Edward Island

Buildings

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ PEI Department of Transportation and Public Works
Third Floor, Jones Building, 11 Kent Street, Charlottetown PE C1A 7N8
(902) 368-5100
www.gov.pe.ca/tpw/index.php3
The Planning, Development and Building Construction Division is responsible for the planning, design and construction associated with building construction projects, including major repair and renovation.

3. Associations, Colleges, Universities and Training Institutions

☐ Construction Association of Prince Edward Island
Box 728, Charlottetown PE CIA 7L3
(902) 368-3303

☐ P.E.I. Roadbuilders And Heavy Construction Association
Holland College Royalty Centre P.O. Box 1901, 40 Enman Crescent Charlottetown, PE C1A 7N5
(902) 894-9514
http://www3.pei.sympatico.ca/pei.roadbuilders/

Drainage and Surface Water Management

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ PEI Department of Fisheries, Aquaculture and Environment - Water Resources Division
Jones Building, 4th and 5th Floors, 11 Kent Street
P.O. Box 2000, Charlottetown PE C1A 7N8
(902) 368-5000
www.gov.pe.ca/fae/wr-info/index.php3

The division is responsible for the management, protection and enhancement of the Province's groundwater, inland surface water, coastal estuaries, and programs related to the management of coastal sand resources. The Division regulates water and sewer infrastructure and administers available funding support programs for same, as well it manages several provincially owned utilities. The Division also provides chemical and microbiological laboratory services.

☐ Environmental Conservation Branch - Environment Canada - Atlantic Region
17 Waterfowl Lane, Sackville NB E4L 1G6
(506) 364-5017

3. Associations, Colleges, Universities and Training Institutions

☐ Holland College
140 Weymouth Street, Charlottetown PE C1A 4Z1
(902) 629-4217 1-800-446-5265 (press 2)
www.hollandc.pe.ca

Offers a diploma program in Renewable Resource Management Technology as well as several other continuing education courses.

Energy Efficiency and Electrification

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ PEI Department of Development and Technology - Energy & Minerals Division
Fourth Floor, Holman Building 25 University Avenue,
Charlottetown PE C1A 7N8
(902) 368-5018
www.gov.pe.ca/development/eam-info/index.php3
The Energy and Minerals Unit is responsible for the development, implementation and administration of energy policies and programs including several energy efficiency initiatives.

☐ Smart Energy Management Program - Energy and Minerals Section
P.E.I. Department of Economic Development and Tourism
P.O. Box 2000 Charlottetown, P.E.I. C1A 7N8
Phone: (902) 368-5011 Fax: (902) 368-6582
The Smart Energy Management Program is an informational program (augmented by financial incentives) whose main objective is to reduce energy expenditures in P.E.I.'s manufacturing and processing sector. Each client receives a customized Workshop Audit Report that identifies saving opportunities. Financial assistance may be available to proceed with these saving opportunities.

3. Associations, Colleges, Universities and Training Institutions

☐ Maritime Electric
P.O. Box 1328, 180 Kent Street, Charlottetown PE C1A 7N2
Telephone: (902) 629-3799 Facsimile: (902) 629-3665 Toll Free: 1-800-670-1012
www.maritimeelectric.com
Provides information to customers regarding energy efficiency issues.

Fire Protection and Emergency Preparedness

1. First Nation Advisory Organizations

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2. Public Sector Organizations

☐ Human Resources Development Canada
Prince Edward Island Regional Office
85 Fitzroy St., P.O. Box 8000, Charlottetown PE C1A 8K1
http://www.hrdc-drhc.gc.ca/profiles/list-PE-e.shtml

☐ PEI Department of Community and Cultural Affairs
Labour and Industrial Relations Division
31 Gordon Drive PO Box 2000 Charlottetown, PE C1A 7N8
Telephone: (902) 368-5550 Facsimile: (902) 368-5526
www.gov.pe.ca/commcul/lair-info/index.php3

3. Associations, Colleges, Universities and Training Institutions

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Land Use and Community Planning

1. First Nation Advisory Organizations

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2. Public Sector Organizations

☐ PEI Department of Transportation and Public Works
Third Floor, Jones Building 11 Kent Street Charlottetown, PE C1A 7N8
(902) 368-5100
www.gov.pe.ca/tpw/index.php3

3. Associations, Colleges, Universities and Training Institutions

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Parks and Recreation

1. First Nation Advisory Organizations

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2. Public Sector Organizations

☐ PEI Department of Community and Cultural Affairs
Culture, Heritage, Recreation & Sport Division
Second Floor, Sullivan Building, 16 Fitzroy Street
P.O. Box 2000 Charlottetown PE C1A 7N8
(902) 368-4789
www.gov.pe.ca/commcul/chr&s-info/index.php3
The Culture, Heritage and Recreation Division provides liaison between the provincial government and the culture, heritage, recreation and sport organizations in the province. The division mandate is to promote culture, heritage, archaeology, multiculturalism, recreation, physical activity and sport, as well as the leadership necessary to successfully implement activities in these areas.

3. Associations, Colleges, Universities and Training Institutions

☐ Community Health Promotion Network Atlantic (CHPNA)
96 Little Dover Road , Memramcook NB E4K 2M8
(506) 758-0987
http://www.chpna.ca/newsite/index.cgi
CHPNA supports individuals, groups and communities to improve and increase control over their health by making existing health promotion knowledge accessible to people throughout the four Atlantic provinces.

Public Works Management and Administration

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ PEI Department of Transportation and Public Works
Second and Third Floors, Jones Building ,11 Kent Street
P.O. Box 2000, Charlottetown PE C1A 7N8
(902) 368-5100
www.gov.pe.ca/tpw/index.php3

3. Associations, Colleges, Universities and Training Institutions

☐ Federation of Prince Edward Island Municipalities
1 Kirkdale Road, Charlottetown PE C1E 1R3
(902) 566-1493

Roads and Bridges

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ PEI Department of Transportation and Public Works - Provincial Headquarters
Park Street & Riverside Drive
PO Box 2000, Charlottetown PE C1A 7N8
(902) 368-5090
www.gov.pe.ca/tpw/hmd-info/index.php3

3. Associations, Colleges, Universities and Training Institutions

☐ Construction Association of Prince Edward Island
Box 728, Charlottetown PE CIA 7L3
(902) 368-3303

☐ P.E.I. Roadbuilders And Heavy Construction Association
Holland College Royalty Centre P.O. Box 1901, 40 Enman Crescent
Charlottetown PE C1A 7N5
(902) 894-9514
http://www3.pei.sympatico.ca/pei.roadbuilders/

Solid Waste Management

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ PEI Department of Transportation and Public Works
Environmental Management Division
Third Floor, Jones Building , 11 Kent Street
PO Box 2000, Charlottetown PE C1A 7N8
(902) 368-5221
www.gov.pe.ca/tpw/em-info/index.php3

3. Associations, Colleges, Universities and Training Institutions

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Water and Sewage Systems

1. First Nation Advisory Organizations

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2. Public Sector Organizations

☐ PEI Department of Health and Social Services
Public Health and Evaluation Division
2nd Floor, Jones Building, 11 Kent Street
PO Box 2000, Charlottetown PE C1A 7N8
(902) 368-6157
www.gov.pe.ca/hss/phaed-info/index.php3

☐ PEI Department of Transportation and Public Works
Environmental Management Division
Third Floor, Jones Building , 11 Kent Street
PO Box 2000, Charlottetown PE C1A 7N8
(902) 368-5221
www.gov.pe.ca/tpw/em-info/index.php3

3. Associations, Colleges, Universities and Training Institutions

☐ Atlantic Canada Water Pollution Control Association
729 Charlotte St., Fredericton NB E3B 1M6
(506) 452-9504

☐ Atlantic Canada Water Works Association
P O Box 22159, Halifax NS B3L 4T7
(902) 479-0168
www.acwwa.ns.ca
Offers a variety of courses and workshops related to the operation and maintenance of water systems. Also offers operator certification examinations which meet provincial requirements.

☐ Maritime Provinces Water and Wastewater Association
364 Argyle St., P.O. Box 6000, Fredericton NB E3B 5H1
(506) 453-3824

Workplace Health and Safety

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ PEI Department of Community and Cultural Affairs
Labour and Industrial Relations Division
31 Gordon Drive, PO Box 2000, Charlottetown PE C1A 7N8
(902) 368-5550
www.gov.pe.ca/commcul/lair-info/index.php3

3. Associations, Colleges, Universities and Training Institutions

☐ Construction Association of Prince Edward Island
Box 728, Charlottetown PE CIA 7L3
(902) 368-3303

☐ P.E.I. Roadbuilders And Heavy Construction Association
P.O. Box 1901, 40 Enman Crescent, Charlottetown PE C1A 7N5
(902) 894-9514
http://www3.pei.sympatico.ca/pei.roadbuilders/

☐ Workers Compensation Board of Prince Edward Island
14 Weymouth Street, P.O. Box 757, Charlottetown PE C1A 7L7
(902) 368-5680 1-800-237-5049
www.wcb.pe.ca

Information and Training Resources

Province of Quebec

Buildings

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Health Canada
Office 202, 2nd floor, Tower East
Complexe Guy Favreau
200 Rene-Levesque West Boul.
Montreal, QB H2Z 1X4
(514) 283-2856
www.hc-sc.gc.ca

☐ Régie du bâtiment du Québec
545 Cremazie East Boul., 3rd floor
Montreal, QB H2M 2V2
(514) 873-0976 / 1-800-361-0761
www.rbq.gouv.qc.ca

3. Associations, Colleges, Universities and Training Institutions

☐ Inforoute - formation professionnelle et technique au Québec
www.inforoutefpt.org

☐ École des métiers de la construction de Montréal
5205 Parthernais
Montreal, QB
(514) 596-4590
http://www.csdm.qc.ca/emcm/

☐ Commission de la construction du Québec
www.ccq.org

☐ Association de la Construction du Québec
www.acq.org

☐ Association provinciale des constructeurs d'habitations du Québec
www.apchq.com

Drainage and Surface Water Management

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Ministère de l'environnement
Marie-Guyart Building
675 Rene-Levesque East Boul.
Quebec QB G1R 5V7
(418) 521-3830 / 1-800-561-1616
www.menv.gouv.qc.ca

3. Associations, Colleges, Universities and Training Institutions

☐ Institut national de la recherche scientifique INRS-EAU
2800 Einstein St.
P.C. 7500 Sainte-Foy
Quebec QB G1V 4C7
(418) 654-2524
www.inrs-eau.uquebec.ca

☐ Canadian Water Resources Association - Quebec Branch
(418) 521-3825 (7108)
(519) 622-4764
www.cwra.org/branches/qcpage1.html

Energy Efficiency and Electrification

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Régie de l'Énergie
800 Victoria Place, 2nd floor, Office 255
P.C. 001, Tour de la Bourse
Montreal, QB H4Z 1A2
(514) 873-2452 / 1–888-873-2452
www.regie-energie.qc.ca

☐ Agence de l'efficacité énergétique
5700, 4th avenue West, Office B405
Charlesbourg, QB
GH1 6R1
(418) 627-6379 / 1-877-727-6655
www.aee.gouv.qc.ca

☐ Hydro-Québec - Expertise en énergie
75 Rene-Levesque West Boul.
Montreal, QB H2Z 1A4
www.hydroquebec.com

3. Associations, Colleges, Universities and Training Institutions

☐ Inforoute - formation professionnelle et technique au Québec
www.inforoutefpt.org

Fire Protection and Emergency Preparedness

1. First Nation Advisory Organizations

☐ Conseil Tribal Mamuitun
20 Rue Messek C.P. 250
Betsiamites QB G0H 1B0
(418) 567-2295

2. Public Sector Organizations

☐ Ministere des affaires municipales et de la metropole
20 Pierre-Olivier-Chauveau St., Aile Cook,
Québec QB G1R 4J3
(418) 691-2019 / (514) 873-6910

3. Associations, Colleges, Universities and Training Institutions

☐ Inforoute - formation professionnelle et technique au Québec
www.inforoutefpt.org

☐ Centre de formation aux mesures d'urgence
2965 de l'Etchemin St.
Saint-Romuald, QB G6W 7X5
(418) 835-1621
www.imq.qc.ca/cfmu/

☐ Association des pompiers professionnels de Québec
Regroupement des associations de pompiers du Québec
1256 1st avenue
Québec QB G1L 3K9
(418) 529-2842

☐ Association Canadienne des Enquêteurs en Incendie
http://www.aceiqc.net/p3.htm

☐ Association des pompiers instructeurs du Québec (LAPIQ)
http://pages.infinit.net/apiq/bienvenue.html

Land Use and Community Planning

1. First Nation Advisory Organizations

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2. Public Sector Organizations

☐ Ministère des Ressources naturelles
5700, 4th avenue West
Charlesbourg, QB G1H 6R1
(418) 627-8600 / 1-888-248-6936
http://www.gouv.qc.ca/

☐ Secrétariat aux affaires autochtones
Andre-Laurendeau Building
1050 des Parlementaires St., 4th floor,
Quebec QB G1R 5Y6
(418) 643-3166
http://www.cex.gouv.qc.ca/d/html/d0466001.html

☐ Union des Municipalites du Quebec (UMQ)
680, Sherbrooke West, office 680
Montreal, QB H3A 2M7

3. Associations, Colleges, Universities and Training Institutions

☐ Institut d'urbanisme
P.C. 6128, Succursale Centre-Ville
Montreal, QB H3C 3J7
(514) 343-6865
http://www.urb.umontreal.ca/

☐ Agence de planification urbaine et regionale
6268, Louis-Hebert avenue
Montreal, QB H2G 2G5
(514) 725-2770

Parks and Recreation

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Société des établissements de plein air du Québec (SÉPAQ)
1-800-665-6527
www.sepaq.com

☐ Tourisme Québec
P.C. 979, Montreal QB H3C 2W3
1-877-266-5687
http://www.bonjourquebec.com/

☐ Parks Canada
3 Passage de Chien D'Or
P.C. 6060, Haute-Ville
Quebec QB G1R 4V7
(418) 648-4177 / 1-800-463-6769
www.parcscanada.gc.ca

3. Associations, Colleges, Universities and Training Institutions

☐ Quebec Hors-Circuit
Chemin du Cap au Leste
P.C.178, St-Fulgence QB
(418) 675-1232

☐ Institut de tourisme et d'hôtellerie du Québec
www.ithq.qc.ca

☐ Societe touristique des Autochtones du Québec
50 Maurice-Bastien, Level S2
Wendake, QB G0A 4V0
(418) 843-5030 / 1-877-698-7827
www.staq.net

Public Works Management and Administration

1. First Nation Advisory Organizations

☐ Conseil Tribal Mamuitun
20 Rue Messek C.P. 250
Betsiamites QB G0H 1B0
(418) 567-2295

2. Public Sector Organizations

☐ Ministere des affaires municipales et de la metropole
20 Pierre-Olivier-Chauveau St., Aile Cook,
Quebec QB G1R 4J3
(418) 691-2019 / (514) 873-6910

3. Associations, Colleges, Universities and Training Institutions

☐ American Public Works Association - Québec Chapter
(514) 331-2460
http://www.atpa.ca/

☐ Inforoute - formation professionnelle et technique au Québec
www.inforoutefpt.org

☐ Union des Municipalites de Québec
680 rue Sherbrooke Oust, Bureau 680
Montreal QB H.A. 2M7
(514) 282-7700

Roads and Bridges

1. **First Nation Advisory Organizations**

☐

2. **Public Sector Organizations**

☐ Ministère des Transports
700 Rene-Levesque East Boul., 27th floor
Quebec QB G1R 5H1
(418) 643-6864 / (514) 873-2605
www.mtq.gouv.qc.ca

3. **Associations, Colleges, Universities and Training Institutions**

☐ Association Québecoise du Transport et des Routes (AQTR)
1-800-565-0567
www.aqtr.qc.ca

☐ Association des constructeurs de routes et grands travaux du Québec (ACRGTQ)
435 Grande-Allee East
Quebec QB G1R 2J5
(418) 529-2949 / 1-800-463-4672
www.acrgtq.qc.ca

Solid Waste Management

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Ministère de l'environnement
Marie-Guyart Building
675 Rene-Levesque East Boul.
Quebec QB G1R 5V7
(418) 521-3830 / 1-800-561-1616
http://www.menv.gouv.qc.ca/indexA.htm

☐ Recyc-Quebec
675 Saint-Amable St., Office 300
Quebec QB G1R 2G5
(514) 351-7835 / 1-800-807-0678

3. Associations, Colleges, Universities and Training Institutions

☐ Inforoute - formation professionnelle et technique au Québec
www.inforoutefpt.org

Water and Sewage Systems

1. First Nation Advisory Organizations

☐ Conseil Tribal Mamuitun
20 Rue Messek C.P. 250
Betsiamites QB G0H 1B0
(418) 567-2295

2. Public Sector Organizations

☐ Ministère de l'environnement
Marie-Guyart Building
675 Rene-Levesque East Boul.
Quebec QB G1R 5V7
(418) 521-3830 / 1-800-561-1616
www.menv.gouv.qc.ca

3. Associations, Colleges, Universities and Training Institutions

☐ Inforoute - formation professionnelle et technique au Québec
www.inforoutefpt.org

☐ RÉSEAU Environnement Inc.
911 Jean-Talon Est, Bureau 220
Montreal AB H2R 1V5
(514) 270-7110
www.reseau-environnement.com
Quebec chapter of the Water Environment Federation

☐ Societe quebecoise d'assainissement des eaux (SQAE)
1055, Rene-Levesque East Boul., 10th floor,
Montreal QB H2L 4S5
(514) 873-7411 / (418) 643-2616

Workplace Health and Safety

1. First Nation Advisory Organizations

☐ Conseil Tribal Mamuitun
20 Rue Messek C.P. 250
Betsiamites QB G0H 1B0
(418) 567-2295

2. Public Sector Organizations

☐ Ministere de la Sante et des Services Sociaux
1075, chemin Sainte-Foy
Quebec QB G1S 2M1
(418) 266-8900 / 1-800-707-3380

☐ Ministère du Travail
200, chemin Sainte-Foy, 5th floor
Quebec QB G1R 5S1
(418) 643-4817 / 1-800-643-4817
www.travail.gouv.qc.ca

☐ Commission des normes du travail
East Hall, 7th floor
400 Jean-Lesage Boul.
Quebec QB G1K 8W1
(514) 873-7061 / 1-800-265-1414
www.cnt.gouv.qc.ca

☐ Commission de la santé et de la sécurite du travail (CSST)
524 Bourdages St., P.C. 1200, Terminus postal
Quebec QB G1K 7E2
(418) 266-4850
www.csst.qc.ca

☐ Health Canada
Office 202, 2nd floor, Tower East
Complexe Guy Favreau, 200 Rene-Levesque West Boul.
Montreal QB H2Z 1X4
(514) 283-2856
www.hc-sc.gc.ca

3. Associations, Colleges, Universities and Training Institutions

☐ Inforoute - formation professionnelle et technique au Québec
www.inforoutefpt.org

Information and Training Resources

Province of Saskatchewan

Buildings

1. First Nation Advisory Organizations

☐ Prince Albert Grand Council
P.O. Box 2350 Prince Albert, SK S6V 6Z1
(306) 953-7200
PAGC has one full time position dedicated to this area. PAGC provides training exclusively for the FN who are members of the Tribal Council. Training is in building systems, and is provided on the FN.

☐ Battlefords Tribal Council
1022 - 102nd Street North Battleford, SK S9A 1E6
(306) 445-1383
BTC works with SIAST, who sends a trainer to a specific FN to do building maintenance training. This is done on an as-needed basis.

☐ Saskatoon Tribal Council
200 - 335 Packham Avenue Saskatoon, SK S7N 4S1
(306) 956-6100
Funding for building maintenance training is made available as required.

☐ Meadow Lake Tribal Council
8003 Flying Dust Reserve Meadow Lake, SK S9X 1T8
(306) 236-5654
Does training through SIAST on building systems, which is done in-house.

☐ File Hills Qu'Appelle Tribal Council
Treaty Four Territory
P.O. Box 985 Fort Qu'Appelle, SK S0G 1S0
(306) 332–1874
Training money largely devolved to bands. The maintenance management co-ordinator makes recommendations on where training is needed to FN.

2. Public Sector Organizations

☐ Government of Saskatchewan, Municipal Affairs and Housing
Building Standards Branch
310-1855 Victoria Avenue, Regina SK S4P 3V7
(306) 787-4113
www.municipal.gov.sk.ca/safety/buildstandards.shtml
Provides information on programs for municipalities and building codes.

3. Associations, Colleges, Universities and Training Institutions

☐ Saskatchewan Building Officials Association Inc.
P.O. Box 1671, Prince Albert, SK S6V 5T2
(306) 975-3235
www.sboa.sk.ca
Provide information and training resources on building codes and inspection.

☐ Saskatchewan Home Builders' Association
(306) 569-2424

☐ Saskatchewan Institute of Applied Science and Technology
4500 Wascana Parkway, P.O. Box 566, Regina, SK S4P 3A3
(306) 798-4356 1-800-667-7730
www.siast.sk.ca
Certificate program in Building Systems Operations including maintaining and operating heating, cooling, electrical and ventilation systems.

☐ Southeast Regional College
Weyburn District Campus, P.O. Box 2003, Weyburn, SK, S4H 2Z9
(306) 848-2505 http://www.southeastcollege.org/
In partnership with the Saskatchewan Building Officials Association, offers a 42 module home study training program for building officials and private inspectors.

Drainage and Surface Water Management

1. First Nation Advisory Organizations

☐ Battlefords Tribal Council
1022 - 102nd Street
North Battleford, Saskatchewan S9A 1E6
(306) 445-1383 (306) 446-0612 FAX
Training provided through the SaskWater program.

☐ File Hills Qu'Appelle Tribal Council
Treaty Four Territory
P.O. Box 985
Fort Qu'Appelle, Saskatchewan S0G 1S0
Ph.: (306) 332–1874 Fax: (306) 332–1811
Informal assistance available from environmental health officer.

2. Public Sector Organizations

☐ Agriculture and Food Saskatchewan
http://www.agr.gov.sk.ca/
Information on livestock operations and impacts on water resources.

☐ Environment Canada Prairie and Northern Region
www.mb.ec.gc.ca/
Information on surface water management and conservation.

☐ Prairie Farm Rehabilitation Administration
http://www.agr.gc.ca/pfra/
Detailed information on surface water conservation and management.

☐ Saskatchewan Environment and Resource Management
http://www.serm.gov.sk.ca/
Detailed information on Saskatchewan's water management framework.

3. Associations, Colleges, Universities and Training Institutions

☐ Canadian Water Resources Association - Saskatchewan Chapter
Saskatchewan Research Council
15 Innovation Blvd, Saskatoon SK S7N 2X8
(306) 933-8122 http://www.cwra.org/branches/skpage1.html
A national organization of those interested in the management of Canada's water resources. Objectives include to raise public awareness, to provide a forum for the exchange of information and to participate in international water resource management policy discussions.

☐ **Saskatchewan Institute of Applied Science and Technology**
Saskatchewan Street and 6th Avenue NW, P.O. Box 1420, Moose Jaw S6H 4R4
(306) 694-3200 1-800-667-0055
www.siast.sk.ca
Diploma program in Water Resources Engineering Technology.

Energy Efficiency and Electrification

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Saskatchewan Environment and Resource Management
http://www.serm.gov.sk.ca/environment/climatechange/
Saskatchewan's climate change initiative, which includes a listing of programs promoting energy efficiency in the area of housing and in general. SERM also has publications relating to energy efficiency in appliances, buildings, homes and the workplaces.

3. Associations, Colleges, Universities and Training Institutions

☐

Fire Protection and Emergency Preparedness

1. First Nation Advisory Organizations

☐ Prince Albert Grand Council
P.O. Box 2350 Prince Albert, SK S6V 6Z1
(306) 953-7200
PAGC has a fire protection officer, who does training. Additional trainers are contracted as required. Training is done on an as required basis.

☐ Battlefords Tribal Council
1022 - 102nd Street North Battleford, SK S9A 1E6
(306) 445-1383
BTC has had fire protection courses which have usually been done through FSIN on an as needed basis.

☐ Saskatoon Tribal Council
200 - 335 Packham Avenue Saskatoon, SK S7N 4S1
(306) 956-6100
Hands on Volunteer training is done via SIIT, training is done by Muskoday FN.

☐ Meadow Lake Tribal Council
8003 Flying Dust Reserve, Meadow Lake, SK S9X 1T8
(306) 236-5654 (306) 236-6301 FAX
Training is done via SIIT.

☐ File Hills Qu'Appelle Tribal Council
Treaty Four Territory
P.O. Box 985 Fort Qu'Appelle, SK S0G 1S0
Ph.: (306) 332–1874
Training is done through SIIT

2. Public Sector Organizations

☐ Government of Saskatchewan, Municipal Affairs, Culture and Housing
(306) 787-2635
www.municipal.gov.sk.ca/safety/fire_commissioner.shtml
Information and documents relating to fire safety, standards, codes, and fire prevention.

3. Associations, Colleges, Universities and Training Institutions

☐ Cypress Hills Regional College
Box 5000, 129 2nd Avenue N.E, Swift Current, SK S9H 4G3
(306) 773-1531
http://www.cypresshillscollege.sk.ca/
Certificate program for Fireman, 5th Class.

- ☐ **Parkland Regional College**
  Box 790, Melville, SK S0A 2P0
  (306) 728-4471
  http://www.parklandcollege.sk.ca/
  Certificate program for Fireman, 5th Class.

- ☐ **Saskatchewan Association of Fire Chiefs**
  2705 33rd Street West, Saskatoon, SK S0L 0X0
  (306) 382-0146 www.safc.sk.ca

- ☐ **Saskatchewan Indian Institute of Technologies**
  Suite 100-103A Packham Ave, Saskatoon, SK S7N 4K4
  (306) 244-4444 1-800-667-9704
  www.siit.sk.ca
  Certificate program in Volunteer Firefighter Training. Offers Level I certification by the Province of Saskatchewan.

- ☐ **Saskatchewan Volunteer Fire Fighters Association, Inc.**
  P.O. Box 118, White City, SK S0G 5B0
  (306) 781-6101 www.svffa.ca
  Information on fire fighting in Saskatchewan, provides training materials.

Land Use and Community Planning

1. First Nation Advisory Organizations

☐ Battlefords Tribal Council
1022 - 102nd Street North Battleford, SK S9A 1E6
(306) 445-1383
Training provided through INAC training program.

☐ Saskatoon Tribal Council
200 - 335 Packham Avenue, Saskatoon, SK S7N 4S1
(306) 956-6100
This is only done through their community planning process, which is on about a 7 year cycle.

☐ File Hills Qu'Appelle Tribal Council
Treaty Four Territory
P.O. Box 985 Fort Qu'Appelle, SK S0G 1S0
Ph.: (306) 332–1874
Individual bands responsible for training. Possible that tribal council will have training in future.

2. Public Sector Organizations

☐ Prairie Farm Rehabilitation Administration
http://www.agr.gc.ca/pfra/
Information on soil, water and range management.

3. Associations, Colleges, Universities and Training Institutions

☐ Association of Professional Community Planners of Saskatchewan
P.O. Box 7483, Saskatoon, SK S7K 4L4
http://www.citylightsnews.com/apcps/index.htm
Saskatchewan branch of the Canadian Institute of Planners.

☐ Saskatchewan Indian Institute of Technologies
Suite 100-103A Packham Ave, Saskatoon, SK S7N 4K4
(306) 244-4444 1-800-667-9704
www.siit.sk.ca
Certificate program in Land Use Management. The program covers record keeping, land transactions, implementation and enforcement of land related policies and practices, interpretation of maps and survey plans. Offers the Land Management Training Program (LMPT) modules developed by Indian and Northern Affairs Canada.

☐ University of Saskatchewan
Office of the Registrar, 105 Administration Place, Saskatoon, SK S7N 5A2
(306) 966-6718 www.usask.ca
The University of Saskatchewan offers a four year degree in Land Use and Environmental Studies.

Parks and Recreation

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Government of Saskatchewan, Municipal Affairs, Culture and Housing
(306) 787-2635
http://www.municipal.gov.sk.ca/
Information relating to the province's Parks and Recreation Programs.

3. Associations, Colleges, Universities and Training Institutions

☐ Saskatchewan Association of Recreation Professionals
2205 Victoria Ave, Regina, SK S4P 0S4
(306) 780-9267 http://www.sarp-online.ca/

☐ Saskatchewan Institute of Applied Science and Technology
www.siast.sk.ca
Diploma program in Recreation and Leisure, focusing on planning and administering recreation programs.

☐ Saskatchewan Parks and Recreation Association
3303 Hillsdale St., Regina, SK S4S 6W9
(306) 780-9214
www.spra.sk.ca

Public Works Management and Administration

1. First Nation Advisory Organizations

☐ Battlefords Tribal Council
1022 - 102nd Street North Battleford, SK S9A 1E6
(306) 445-1383
Public works administration training is provided by the BTC and INAC as requested by individual First Nations.

2. Public Sector Organizations

☐

3. Associations, Colleges, Universities and Training Institutions

☐ American Public Works Association - Saskatchewan Chapter
http://saskatchewan.cpwa.net/
Promotes professional excellence and public awareness through education, advocacy and the exchange of information.

☐ Rural Municipal Administrator's Association of Saskatchewan
Box 146, Harris SK S0L 1K0
(306) 656-2072

☐ Saskatchewan Association of Rural Municipalities
2075 Hamilton St., Regina SK S4P 2E1
(306) 757-3578
http://www.quantumlynx.com/sarm/

☐ Saskatchewan Urban Municipalities Association
1819 Cornwall St., Regina SK S4P 2K4
(306) 525-3727
www.suma.org

☐ Urban Municipalities Administrators' Association of Saskatchewan
Box 730, Hudson Bay SK S0E 0Y0
(306) 865-2261
www.quantumlynx.com/umaas/

Roads and Bridges

1. First Nation Advisory Organizations

☐ Saskatoon Tribal Council
200 - 335 Packham Avenue Saskatoon, SK S7N 4S1
(306) 956-6100
Maintenance co-ordinator may provide informal hands-on training as required.

2. Public Sector Organizations

☐ Saskatchewan Highways and Transportation
www.highways.gov.sk.ca
Technical information for roads and highways

3. Associations, Colleges, Universities and Training Institutions

☐ Saskatchewan Road Builders and Heavy Construction Association
(306) 586-1805
www.saskroadbuildandheavyconstruct.com/

Solid Waste Management

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐

3. Associations, Colleges, Universities and Training Institutions

☐ Saskatchewan Institute of Applied Science and Technology
www.siast.sk.ca
Applied Certificate program in Solid Waste Management. The program is designed for operators of community waste management programs and covers the basics of waste collection, handling and disposal

☐ Saskatchewan Waste Reduction Council
#203-115 2nd Avenue North, Saskatoon, SK S7K 2B1
(306) 931-3242 www.link.ca/~swrc/
Information and resources on recycling and waste reduction.

☐ Solid Waste Association of North America
(519) 776-6441 http://www.swanacpc.org/
Provides training, information resources and information sharing for operators and managers involved in solid waste management.

Water and Sewage Systems

1. First Nation Advisory Organizations

☐ Prince Albert Grand Council
P.O. Box 2350 Prince Albert, SK S6V 6Z1
(306) 953-7200
PAGC has 1.5 full time positions dedicated to this area. PAGC does training exclusively for their own FNs. Training is in water and waster water systems operation. Training is done within the communities. In addition to formal training, PAGC holds workshops 3-4 times a year for the maintenance staff of their FN.

☐ Battlefords Tribal Council
1022 - 102nd Street North Battleford, SK S9A 1E6
(306) 445-1383
Makes use of the SaskWater program, which has regular courses.

☐ Saskatoon Tribal Council
200 - 335 Packham Avenue Saskatoon, SK S7N 4S1
(306) 956-6100
Makes use of the SaskWater program, which has regular courses. Some informal training is done by the Tribal Council.

☐ Meadow Lake Tribal Council
8003 Flying Dust Reserve Meadow Lake, SK S9X 1T8
(306) 236-5654
Make use of the SaskWater program, which has regular courses. This is done on an as required basis. Regular visits are made to FN

☐ File Hills Qu'Appelle Tribal Council
Treaty Four Territory
P.O. Box 985 Fort Qu'Appelle, SK S0G 1S0
Ph.: (306) 332–1874
Make use of the SaskWater program, which has regular courses. The tribal council also has workshops on maintaining water systems, how to reduce risk of contamination (e.g. how to clean cistern properly)

2. Public Sector Organizations

☐ Saskatchewan Environment and Resource Management
Environmental Protection Branch
Rm 224-3211 Albert Street, Regina SK S4S 5W6
(306) 787-6504 www.serm.gov.sk.ca
Sets out the standards for the classification of water and wastewater works and the qualifications for the certification of operators. Maintains a list of training resources.

☐ SaskWater

3. Associations, Colleges, Universities and Training Institutions

☐ Saskatchewan First Nations Water and Wastewater Association

☐ Saskatchewan Institute of Applied Science and Technology

Saskatchewan Street and 6th Avenue NW, P.O. Box 1420, Moose Jaw S6H 4R4
(306) 694-3200 1-800-667-0055
www.siast.sk.ca

Diploma program in Water Resources Engineering Technology, also a Water and Waste Water Technical program which is designed for distance learning.

☐ Saskatchewan Indian Institute of Technologies

Suite 100-103A Packham Ave, Saskatoon, SK S7N 4K4
(306) 244-4444 1-800-667-9704
www.siit.sk.ca

Provides training for water and wastewater operators. Modules are offered by correspondence and in class workshops and form part of the Water and Wastewater Technician Program. Preparation for writing certification exams.

☐ Saskatchewan Water and Wastewater Association

http://www.wcwwa.ca/

Saskatchewan chapter of the American Water Works Association. The operator newsletter, the Pipeline, lists workshops, certification exam dates and information on the annual conference.

☐ Western Canada Water and Wastewater Association

Suite 203, 301-14th Street NW, Calgary AB T2N 2A1
(403) 283-2003 www.wcwwa.ca

Correspondence course and manuals available for water and wastewater treatment plant operators.

4. Private Sector Organizations

Training is also offered by the private sector. Contact any of the organizations listed above for references.

Workplace Health and Safety

1. First Nation Advisory Organizations

☐ Prince Albert Grand Council
P.O. Box 2350 Prince Albert, SK S6V 6Z1
(306) 953-7200
Specific programs offered by the environmental health officers.

☐ Battlefords Tribal Council
1022 - 102nd Street North Battleford, SK S9A 1E6
(306) 445-1383
Occasional training, some done through BTC health, SIAST.

☐ Saskatoon Tribal Council
200 - 335 Packham Avenue Saskatoon, SK S7N 4S1
(306) 956-6100
Conducts workshops for confined entry training.

☐ Meadow Lake Tribal Council
8003 Flying Dust Reserve, Meadow Lake, SK S9X 1T8
(306) 236-5654
Conducts workshops for confined entry training.

☐ File Hills Qu'Appelle Tribal Council
Treaty Four Territory
P.O. Box 985 Fort Qu'Appelle, SK S0G 1S0
Ph.: (306) 332-1874
Conducts various health and safety training workshops as required.

2. Public Sector Organizations

☐ Saskatchewan Labour, Health and Safety
(306) 787-2422 1-800-567-7233
www.labour.gov.sk.ca/safety/
Provides training and documents on workplace safety.

3. Associations, Colleges, Universities and Training Institutions

☐ Heavy Construction Safety Association of Saskatchewan Inc.
445 Hoffner Drive, Regina, SK S4N 6E2
(306) 586-1805
http://www.hcsas.sk.ca/bsc/hcsas//index.html
Training in a wide variety of safety areas.

Information and Training Resources

Yukon

Buildings

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ First Nation Training Corps
Corporate Human Resource Services Branch, Public Service Commission
Box 2703, Whitehorse YU Y1A 2C6
(867) 667-3486 1-800-661-0408
Program offers training and work opportunities to Yukon First Nation people. Program has been active inn the building inspection department.

3. Associations, Colleges, Universities and Training Institutions

☐

Drainage and Surface Water Management

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐

3. Associations, Colleges, Universities and Training Institutions

☐

Energy Efficiency and Electrification

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐

3. Associations, Colleges, Universities and Training Institutions

☐

Fire Protection and Emergency Preparedness

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Human Resources Development Canada
Suite 1400, 300 West Georgia St., Vancouver BC V6B 6G3
www.hrdc-drhc.gc.ca

3. Associations, Colleges, Universities and Training Institutions

☐

Land Use and Community Planning

1. **First Nation Advisory Organizations**

☐

2. **Public Sector Organizations**

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3. **Associations, Colleges, Universities and Training Institutions**

☐

Parks and Recreation

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ First Nation Training Corps
Corporate Human Resource Services Branch, Public Service Commission
Box 2703, Whitehorse YU Y1A 2C6
(867) 667-3486 1-800-661-0408
Program offers training and work opportunities to Yukon First Nation people. Program has been active into the conservation department.

☐ Yukon Department of Renewable Resources
Parks and Outdoor Recreation
Box 2703, Whitehorse, YU Y1A 2C6 (R-4A)
(867) 667-5648
www.renres.gov.yk.ca/protected/protected.html
The Department of Renewable Resources looks after Yukon parks and protected areas.

3. Associations, Colleges, Universities and Training Institutions

☐ Canadian Parks & Wilderness Society - Yukon Chapter
30 Dawson Road, Whitehorse, YU Y1A 5T6
(867) 668-6321 http://www.cpaws.org/grassroots-chapters/yk.html

Public Works Management and Administration

1. First Nation Advisory Organizations

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2. Public Sector Organizations

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3. Associations, Colleges, Universities and Training Institutions

☐ Association of Yukon Communities
3128 - 3rd Ave., Whitehorse YU Y1A 1E7
(867) 668-4388
Purpose is to further the establishment of responsible government at the community level and to provide a united approach to community ambitions.

Roads and Bridges

1. **First Nation Advisory Organizations**

☐

2. **Public Sector Organizations**

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3. **Associations, Colleges, Universities and Training Institutions**

☐

Solid Waste Management

1. **First Nation Advisory Organizations**

☐

2. **Public Sector Organizations**

☐

3. **Associations, Colleges, Universities and Training Institutions**

☐ Air & Waste Management Association
Pacific Northwest International Section
B.C. & Yukon Chapter
http://www.pnwis.org/

Water and Sewage Systems

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Government of Yukon
Health and Social Services - Environmental Health
#2 Hospital Road, Whitehorse YU Y1A 3H8
(867) 667-8391 1-800-661-0408
www.hss.gov.yk.ca
provides information, advice and inspections on water quality, septic systems and solid waste disposal.

3. Associations, Colleges, Universities and Training Institutions

☐ British Columbia Water & Waste Association
#342 - 17 Fawcett Road, Coquitlam, BC V3K 6V2
(604) 540-0111 www.bcwwa.org
Provides water and waste water operator training for British Columbia and the Yukon.

Workplace Health and Safety

1. First Nation Advisory Organizations

☐

2. Public Sector Organizations

☐ Yukon Workers' Compensation Health Safety Board
401 Strickland Street, Whitehorse YU Y1A 5N8
(867) 667-5645 www.wcb.yk.ca
Information on safety regulations and occupational health and safety.

3. Associations, Colleges, Universities and Training Institutions

☐

Information and Training Resources

National

Buildings

- ☐ Canada Mortgage and Housing Corporation
  700 Montreal Rd., Ottawa ON K1A 0P7
  (613) 748-2000
  www.cmhc-schl.gc.ca

- ☐ Canadian Commission on Building and Fire Codes
  www.ccbfc.org

Drainage and Surface Water Management

☐ Canadian Water Resources Association
2nd Floor, Unit 20, 5330 Canotek Rd, Ottawa ON K1J 9C3
(613) 747-0524
www.cwra.org
National organization interested in the management of Canada's water resources.

☐ Environment Canada
Flood Damage Reduction on Aboriginal Lands
www.ec.gc.ca/water/en/manage/flood/e_aborig.htm

Energy Efficiency and Electrification

☐ Aboriginal Fire Fighters Association of Canada
P.O. Box 520, Old Malone Rd, Kahnawake QB J0L 1B0
(450) 632-2010

☐ National Energy Conservation Association
400-283 Bannatyne Avenue, P.O. Box 3214
Winnipeg, MB R3C 4E7
(204) 956-5888 1-800-263-5974
www.neca.ca
Provides training in building systems, and energy management for buildings. Also provides training for basic building trades.

☐ Natural Resources Canada - Office of Energy Efficiency
580 Booth St., 18th Floor, Ottawa K1A 0E4
www.oee.nrcan.gc.ca
Provides information and coordination of programs for energy efficiency and alternative fuels. Provides details on OEE programs, offers practical advice to consumers, businesses and governments and has links to hundreds of related sites.

☐ Wood Energy Technology Transfer Inc.
365 Bloor St. E., Suite 1807, Toronto ON M4W 3L4
(416) 968-7718 1-888-358-9388
http://www.wettinc.ca/wettweb/contentshell.html
Provides training, certification, information and research about burning wood and other biomass as a fuel source.

Fire Protection and Emergency Preparedness

☐ Canadian Association of Fire Chiefs
www.cafc.ca

☐ Canadian Commission on Building and Fire Codes
www.ccbfc.org

☐ Canadian Emergency Preparedness Association

☐ Emergency Preparedness Canada
122 Bank St., 2nd Floor, Ottawa ON K1A 0W6
(613) 991-7077 1-800-830-3118
www.epc-pcc.gc.ca

☐ Fire Prevention Canada

☐ Human Resources Development Canada
http://www.hrdc-drhc.gc.ca/

☐ National Fire Protection Association
www.nfpa.org

☐ www.firehall.com
Canada's online resource for firefighting personnel.

Land Use and Community Planning

- ☐ Canada Mortgage and Housing Corporation
  700 Montreal Rd., Ottawa ON K1A 0P7
  (613) 748-2000
  www.cmhc-schl.gc.ca

- ☐ Canadian Institute of Planners
  116 Albert St., Suite 801, Ottawa ON K1P 5G3
  (613) 237-7526 1-800-207-2138
  www.cip-icu.ca

Public Works Management and Administration

- ☐ Aboriginal Financial Officers Association of Canada

  www.afoa.ca

  A professional association committed to expanding financial management capacity for aboriginal organizations. Provides training, certification and professional development opportunities in financial management.

- ☐ Federation of Canadian Municipalities

  24 Clarence St., Ottawa ON K1N 5P3
  (613) 241-5221
  www.fcm.ca

Water and Sewage Systems

☐ Canadian Ground Water Association
www.cgwa.org
Canadian association for groundwater issues. Information regarding well development and operation, groundwater treatment, maintenance and well head protection.

☐ Environment Canada: Fresh Water Publications
http://www.ec.gc.ca/water/e_main.html
Water related information resources, including student and public education, conservation measures, rate setting etc.

☐ Environment Canada: Links
www.ec.gc.ca/links
Canadian and International water related links

☐ Environment Canada: Products and Services
http://www.ec.gc.ca/pands_e.html
Information resources, databases, fact sheets, guidelines, regulations, newsletters and policy planning documents from Environment Canada

Wharves and Harbours

☐ Canadian Coast Guard
Fisheries and Oceans Canada
www.ccg-gcc.gc.ca

Information and Training Resources

International

Buildings

☐ Rocky Mountain Institute
www.rmi.org
An information resource focusing on energy and resource issues. Site contains research papers on energy conservation for buildings and building management.

Energy Efficiency and Electrification

☐ Rocky Mountain Institute
www.rmi.org
An information resource focusing on energy and resource issues. Site contains research papers on energy conservation in buildings, utilities and transportation.

Fire Protection and Emergency Preparedness

☐ National Fire Protection Association
www.nfpa.org
American association of fire fighting personnel.

Public Works Management and Administration

☐ American Public Works Association

www.apwa.net

American association provides training and information resources. Publishes the Public Works Management Practices Manual. Also provides information and software for a self-assessment program which involves an objective evaluation to determine compliance with recommended management practices. Several Canadian provinces operate local chapters.

☐ California State University

http://www.csun.edu/

Offers correspondence course in utility management

Solid Waste Management

- ☐ Solid Waste Association of North America
  www.swana.org

Water and Sewage Systems

☐ American Water Works Association
www.awwa.org
International organization for water industry. Website includes bookstore and information resources, training materials, information exchange and links to provincial chapters.

☐ California State University, Sacramento
http://www.csus.edu/
Self-study correspondence courses for wastewater treatment, collection and water treatment operation.

☐ EPA - Office of Wastewater Management, Small Communities
http://www.epa.gov/owm/mab/smcomm/index.htm
Office of the United States Environmental Protection Agency. Provides technical assistance, financial assistance and education and training for water and wastewater to small communities and Indian tribes.

☐ National Groundwater Association
www.ngwa.org
American association for groundwater issues. Information regarding well development and operation, groundwater treatment, maintenance and well head protection.

☐ National Onsite Wastewater Recycling Association, Inc.
www.nowra.org
Organization to promote the onsite wastewater industry. Website contains "Onsite Insight Newsletter", links and other information on septic small communal systems

☐ National Rural Water Association
www.nrwa.org
Association for small water systems including groundwater systems. Website contains "Rural Water Magazine", fact sheets, and links to other organizations.

☐ National Small Flows Clearinghouse
http://www.nesc.wvu.edu/nsfc/
Established by the United States Environmental Protection Agency to provide technical assistance and information services about small flows wastewater treatment systems.

☐ Native American Water Works Association

☐ Penn State Wastewater Biology Training Courses
http://www.outreach.psu.edu/C&I/Wastewater_Biology/
Operator training in microbiology and activated sludge treatment. Courses periodically offered in Canadian cities.

☐ Perdue Residential Onsite Wastewater Disposal
http://www.ces.purdue.edu/onsite/pubs.htm
links to articles on septic systems and other small community wastewater treatment systems

☐ Rocky Mountain Institute

www.rmi.org

An information resource focusing on energy and resource issues. Site contains research papers on water conservation, water pricing and water management policy.

☐ The Utility Connection

www.utilityconnection.com

Provides links to water and wastewater related sites across the United States.

☐ Water Environment Federation

www.wef.org

International organization serving the wastewater industry. Contains links to provincial chapters, bookstore, information resources and information exchange. Operator training courses available on CD-ROM.

Section D

Self Assessment Tool

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Section D - Good Public Works Governance Self Assessment Tool

1.0 Introduction

What Is The Purpose Of The Self Assessment Tool?

Welcome to the Good Public Works Governance Self Assessment Tool. The purpose of this tool is to assist a First Nation in considering where it currently stands with respect to the governance of its' public works function and where it would like to be in the future. The assessment tool can be used as a basis for reflection, discussion and planning. It is important that this be considered by your community leaders as well as your public works managers, technical staff and operators. This tool is made available at a time when all Canadians are reflecting on the importance of public works to their health and social well being.

Where Are We?
Where Do We Want To Go?
How Do We Get There?

Together with the Information and Training Resources in Section C of this compendium, the Self Assessment Tool can help your First Nation in renewing its' commitment to good public works governance. The Compendium is one of a number of tools available to First Nations to consider their preferred approach to the delivery of public works in their communities. The Self Assessment Tool helps to address fundamental questions such as:

- What does public works mean to your community?
- What is your First Nation's vision for how public works is to be delivered?
- Is your First Nation adequately prepared for the delivery of public works?
- What are the implications of taking on public works responsibilities?

What Does The Self Assessment Tool Contain?

This assessment tool contains the following information:

Section 2. What Are The Key Public Works Functions?

This section lists the key functions that are typically involved in a community public works delivery system.

Section 3.0. Taking On The Public Works Challenge

This section stresses the importance of public works and discusses some of the essential elements of a good public works governance. Various organizational and delivery arrangements are also discussed.

Section 4.0. Self Assessment Questionnaire

The Questionnaire raises broad questions about the responsibilities involved in the delivery of public works to your community and about the capabilities and resources required to address those responsibilities. It also raises questions about how the various public works functions are delivered.

Section 5.0. Self Assessment Rating Guides

The Rating Guides provide a chart format to allow you to rate various aspects of public works in your community. The results of this exercise can help you to better understand your current public works situation and to identify areas where you may wish to focus efforts for improvement.

Section 6.0. Where To Go From Here

This section reviews the ways that the Self Assessment Tool can be used, along with the Information and Training Resources and other tools, to assist in the promotion of good public works governance for your First Nation.

How Can The Self Assessment Tool Be Used?

This assessment tool can be used by:

- individuals that are involved in the planning and/or delivery of public works
- First Nation leaders, public works managers, administrators, operational staff and technical advisors

It can be used:

- to help understand how public works is currently being managed and delivered
- to create a vision for the delivery of public works
- as a means of identifying:
  - information gaps
  - resource and capacity needs
  - areas of priority for upgrade

2.0 *What Are The Key Public Works Functions?*

Technical areas typically included in the public works function are:

- Public Works Management and Administration
- Buildings
- Drainage & Surface Water Management
- Energy Efficiency and Electrification
- Fire Protection and Emergency Preparedness
- Land Use/Community Planning
- Parks & Recreation
- Roads & Bridges
- Solid Waste Management
- Water & Sewage Systems
- Wharves & Harbours
- Workplace Health & Safety

Delivery of these services often involves:

- *capital works projects*, generally involving the construction of new facilities; this requires a working knowledge of needs & cost forecasting, planning, project management, design, contract administration, construction practices etc.

- *operation and maintenance* of existing facilities

- developing and implementing *regulations*

- *management and administration* of human and financial resources, liability issues, insurance and risk management etc.

Other functions such as the provision of housing and the management of applicable environmental aspects are sometimes linked to public works. This is discussed in Section B of this Compendium.

3.0 *Taking On The Public Works Challenge*

Leadership & Commitment

Public works is undoubtedly a very important function within your community. It provides essential facilities and services that are vital to people's day-to-day lives. It also affects decisions that your community makes regarding critical issues such as land use planning, health and safety, economic/sustainable development, resource management and environmental protection.

The operation of an effective and consistently reliable public works system cannot be taken for granted. Should such a system fail to serve it's public at any time, the results could be tragic. The consequences can be considerable in terms of property damages, environmental impacts, personal harm and even loss of life. It is for this reason that any individuals and organizations taking responsibility for public works functions carefully consider potential risks and exposure to liability.

Ineffective delivery of public works can result in damages to property, the environment and /or individuals.

On the other hand, a well managed and effectively operated public works system can help to improve a community's standard of living and support the development of a healthier and safer community.

Effective public works delivery can contribute to the achievement of community goals for economic development and an improved standard of living.

Key principles of 'good governance' of public works include:

- vision & direction
- effectiveness
- accountability
- economic and environmental sustainability.

There are several organizational and delivery arrangements available to First Nations for the delivery of public works. This may include some combination of:

- internal public works departments of the First Nation
- support from Tribal Councils and First Nation technical service organizations
- joint approaches with nearby communities, Aboriginal and/or non-Aboriginal
- support from consultants and contractors
- government involvement

The general aspects of good public works governance are discussed in greater detail in Section B of this compendium.

4.0 *Public Works Questionnaire*

Regardless of whether your First Nation delivers public works to your community independently or with the assistance of outside resources, there are many issues, challenges and decisions to consider. This questionnaire is presented as a framework for you to consider your current public works situation and to identify issues that you would like to focus on for upgrade or development. The questions are grouped in the following general categories:

Questions For The Community

These are questions dealing with the broad public works goals and expectations that are established at the community and leadership levels.

Questions For Public Works Managers & Administrators

These questions focus on the critical link between the community expectations for public works and the delivery of it's functions.

Questions Relating to Technical Programs

In this portion of the questionnaire questions are raised regarding the delivery of the various technical public works functions.

Answers to these questions are not provided since they relate to issues which must be specifically addressed within the context of the community.

Questions For The Community

- Are the members of our community aware of the importance of public works?
- Why are public works important to our community?
- How does public works mesh with other community functions to contribute to our overall vision?
- How might public works support our goals of economic development, education and self reliance?
- What are the specific public works functions that we rely on?
- Who should provide these functions?
- What is the scope of public works delivery that we're comfortable with 'taking on' within our community?
- What are the risks and responsibilities that go along with the delivery of public works?
- In what cases might we require outside assistance?

- What organizational arrangements are in place to ensure that public works are delivered in a safe, effective and responsible manner? Are these arrangements appropriate to our present situation and to our plans for the future?
- What level of service is to be achieved?
- What capabilities and resources are required?
- What are the consequences if the public works function is not carried out effectively?
- Have we carefully considered the roles and responsibilities of everyone involved in the delivery of our public works?

Many Decisions To Be Made...
Communication At All Levels Is Essential

These questions must be answered by community decision makers. It is important that those leaders have a general understanding of public works functions and issues and that they work closely with those responsible for public works delivery.

Questions For Public Works Managers & Administrators

- Does the community have an up-to-date prioritized capital plan, including forecasting of expenditures?
- Is there a detailed annual budget prepared for public works activities?
- Are accurate financial records kept comparing actual to budgeted costs?
- Is there a plan for financing and/or cost recovery?
- Has the community's insurance needs and exposure to liability been reviewed?
- Has a system of good record keeping been implemented?
- Do you have sound knowledge of your public works assets, including 'as constructed' drawings/records, knowledge of their current condition and plans for their ongoing maintenance/renewal?
- Are critical records and information stored digitally for reference purposes and backed up for data security?
- Does the community have an emergency response plan?
- Is there a needs assessment and training plan for employees?
- Is there sufficient backup provisions to allow for personnel sickness, holiday etc.
- Is there a system in place for employee performance evaluations?
- Is there a mechanism for employee recognition?
- What is the approach to communication with community members?
- Do you have a system for dealing with complaints?
- Do you have project management and contract management capability?
- If you make use of outside contracts for the delivery of some or all public works functions, are you satisfied that you are receiving value for the service provided?

- Have we considered the potential need to develop a capacity building strategy?

Questions Relating to Technical Programs

Buildings

- Has the community adopted a building safety code to standardize requirements in the construction of residential, commercial and community buildings?
- Is there an individual with building, fire and operation/maintenance inspection training or experience on staff?
- Is there a capital plan identifying needs for upgrade, expansion or design of new community buildings?
- Is there a preventive maintenance plan in place for community buildings?
- Have issues of accessibility and emergency exits been considered?

Drainage and Surface Water Management

- Is there a drainage plan for the community identifying road crossings and discharge points?
- Is erosion a problem in your community?
- What has been done to mitigate erosion potential?
- Has your community experienced problems with flooding?
- Is there a flood management plan in place?

Energy Efficiency

- What is the source of power to the community? Who is responsible for it's operation and maintenance?
- Do power costs form a significant portion of the operating budget?
- What are the major power users in the community?
- Has energy efficiency been evaluated for community facilities by means of energy audits and/or other methods?
- Are there policies in place to encourage energy efficient construction of new and retrofit housing, community buildings and facilities and other buildings within the community?

Fire Protection and Emergency Preparedness

- Does the community supply fire protection services internally?
- Is there a clearly identified fire response team?
- Does the team have the appropriate training and experience?
- Is there a clearly defined response procedure?

- Is there clearly defined responsibility for maintenance of fire fighting equipment?
- Are records kept of response incidents and reports completed?
- Has level of service for fire protection been considered and integrated into planning for water system and other infrastructure?
- Have you considered the potential need for a fire readiness survey?
- How is fire protection awareness and education for residents addressed?
- Does your community have an emergency response plan?

Land Use/Community Planning

- Does the community have an up-to-date community plan?
- Is there a land administration system in place?
- Does the plan take into consideration:
    - Health, well being and convenience of community members?
    - Protection of environmentally sensitive areas?
    - The community's economic and cultural objectives?
- How is the plan implemented?
- What is the mechanism to ensure compliance with the plan?

Parks and Recreation

- Is there a plan for the development of parks and recreation facilities and programming?
- Have facilities been inspected to ensure safety?
- Is maintenance completed in order to protect the value of the community's assets?

Roads and Bridges

- Who maintains these assets?
- Has the community adopted design and maintenance standards?
- Is there a program for inspection, condition rating and needs assessment of the community's roads and bridges?
- Are employees trained in the applicable heavy equipment operation?
- Is there a materials handling plan for maintenance such as salt, sand, gravel, pesticides and patch?

Solid Waste Management

- How does your community dispose of its waste?
- Does the capital plan include a projection of needs for solid waste disposal?
- If the community operates its own landfill site,
- Has an operations plan been developed for the site?

    - Has consideration been given for the protection of local surface and ground waters?
    - Is there sufficient control of nuisance odours, litter, insects, rodents and birds?
    - Is there an environmental monitoring plan in place?
- Have recycling, composting, public education and other waste reduction alternatives been considered?
- Have operators received training in solid waste management issues?

Water and Sewage Systems

Water Systems

- What is your community's source of water?
- Has the potential for contamination of the source been identified?
- Are there mechanisms in place to protect the water source?
- Has the community promoted and/or implemented water conservation measures?
    - Public education
    - Leak detection
    - Low water usage fixtures (toilets, showerheads, washers)
- What type of water treatment is provided?
- What are the treatment objectives (in terms of specific parameters)?
- How often is water quality sampling carried out and by whom?
- What is the mechanism for notification of the users if treatment objectives are not met?
- What training and/or certification do operators have?
- Is there an up-to-date set of as built drawings for the treatment plant and distribution system?
- Are complete operating and maintenance records maintained?
- Is there a capital plan for the water plant, storage and distribution system to meet the future needs of the community?
- Is there an asset management plan in place for continued maintenance of the system?
- Is there an emergency response procedure in place?

Sewage Systems

- What type of sewage collection and treatment system services the community?
- Where is the treated effluent discharged?
- What are the treatment objectives (in terms of specific parameters)?
- How often is sampling carried out and by whom?
- What is the procedure if treatment objectives are not met?

- Has the potential impact of the discharge to downstream users or to the environment been evaluated?
- What training and/or certification do operators have?
- Is there an up-to-date set of as built drawings for the treatment plant and collection system?
- Are complete operating and maintenance records maintained?
- Is there a capital plan for the treatment system, pumping stations and collection system, as applicable, to meet the future needs of the community?
- Is there an asset management plan in place for continued maintenance of the system?

Wharves and Harbours

- Does your community have public access wharves and/or harbours?
- Has recent assessment been done on their physical condition?
- Is there a plan in place protecting and maintaining any wharf or harbour assets?
- Does the maintenance plan include an approach for:
  - maintaining clear and safe access to the wharf facilities?
  - maintaining site lighting and, if required, security?
  - protection from ice damage?
- Is dredging a requirement at the facility(ies)? If so, when was a dredging operation last carried out? When the next dredging operation likely to be required?
- Are there any health or safety issues associated with the presence of the wharf/harbour facilities?

Workplace Health and Safety

- Have health and safety standards been adopted for construction site and work place safety?
- Who is responsible for ensuring health and safety policy is followed?
- Has the health and safety policy been communicated to staff members?
- Has a needs assessment for training been prepared and applicable training provided?

5.0 Self Assessment Rating Guides

The following rating system provides a format for you to assess your community for the general delivery of public works and for the individual public works functions. The criteria applied are based on principles of good governance. The rating system provides a tool to assist in identifying areas that you may wish to improve or develop. Numeric ratings provide a means of quantifying areas of priority in relative terms. The rating system does not result in a 'total score' since ultimately you can only be 'scored' against your particular situation and goals. This tool can be particularly useful if completed by various key member of your community that have involvement with public works. This way, by comparing results of ratings, you can obtain greater insight into the strengths and weaknesses of your current public works approach.

Rating Guides 1 and 2 are provided at the end of this section. When completing the guides, keep in mind that it not absolutely necessary to make an entry in all spaces provided. If the item being considered does not apply to your situation, simply enter 'n/a', for 'not applicable'.

Guide 1 - Rating Your Public Works Functions

Rating Guide 1 allows you to assess the various public works functions that are delivered in your community. Each of the functions are listed in the rows of the rating guide. The columns of the guide represent the key components for the effective delivery of public works functions.

To complete the guide, do the following. For each public works function listed in the rows, enter a number in each of the columns according to the rating scale provided at the bottom of the guide.

Once you've completed the table, scan over it 'at a glance' to determine what areas you have indicated are in greatest need of improvement, as indicated by higher scores.

Guide 2 - Applying The Principles of Good Public Works Governance

This rating guide allows you to assess whether the overall public works function in your community is being delivered according to the principles of good governance. Completion of this guide involves two steps.

Step 1 - General Rating

Listed below are six statements that might be representative of a state of good public works governance for a First Nation. Each is numbered and its' title copied in the rows of Rating Guide 2. After reading each statement, give your First Nation a rating score for the corresponding box in the column labeled 'General Rating' according to the rating scale provided at the bottom of the guide and marked as '*'.

1. *Community Vision, Awareness & Appreciation*

There is a good understanding at all levels of your community about the importance of public works. This includes an appreciation for how it is to be delivered and how it contributes to the broader visions of health & safety, economic development, sustainability and an improved standard of living.

2. *Accountability & Responsibility*

You are confident that the public works function is being performed in a manner that is accountable and responsible to the people of your community. Accountability and monitoring systems are in place. Ways of resolving problems have been developed.

3. *Risk Management*

There is a high level of awareness, at all community and delivery levels, regarding the potential risks and consequences associated with this function. There is a well defined system of regulation, with standards of performance and expectation, in place. It is implemented and enforced. You are confident that your exposure to potential liability is minimal. You have adequate insurance coverage to allow for potential outcomes. There is an emergency response plan in place.

4. *A Functional Team & Organizational Arrangement*

A well developed organizational arrangement is in place. This arrangement is optimal for your community. The necessary staffing is available. The roles and responsibilities of people performing the function are well defined and well known. Personnel are appropriately trained / qualified / certified to carry out their role. Conscious decisions have been made about what aspects of this function are to be delivered internally and / or externally.

5. *Technical Understanding & Delivery*

The public works function is well understood. The necessary facilities, equipment and information systems are available and functioning properly. The condition of these assets are acceptable and assessments have been made to take depreciation and future needs into account. An effective operation and maintenance system is in place to protect the assets.

6. Sustainability

This function is operating in a sustainable fashion, both economically and environmentally.

Step 2 - Areas For Improvement

The purpose of Step 2 is to identify the key components which you feel could result in the greatest improvement for each of the stated principles of good public works governance.

To complete this portion of the guide, proceed as follows. For each of the six statement listed in the rows, enter a number in each of the columns according to the rating scale provided at the bottom of the guide and marked as '**'.

Once you've completed the chart, scan over it 'at a glance' to determine what areas you have indicated are most in need of improvement, as indicated by higher scores.

Self Assessment
Rating Guide 1
Assessing Your Public Works Functions

Public Works Functions	Key Components (*)								
	Leadership	Management & Administration				Capacity			
	Vision, Support,	Planning	Coordination &	Accountability	Community Involvement	Financial Resources	Human Resources	Training &	Outside Support
Management and Administration									
Buildings									
Drainage & Surface Water Management									
Energy Efficiency & Electrification									
Fire Protection and Emergency Preparedness									
Land Use/Community Planning									
Parks & Recreation									
Roads & Bridges									
Solid Waste Management									
Water & Sewage Systems									
Wharves & Harbours									
Workplace Health & Safety									

(*) Rating Scale

1	=	Excellent	*No Need for Improvement*
2	=	Good	*Low Priority for Improvement*
3	=	Fair	*Moderate Priority for Improvement*
4	=	Poor	*High Priority for Improvement*

Self Assessment
Rating Guide 2
Applying The Principles of Good Governance

Principles of Good Public Works Governance (Statement Number)	General Rating (*)	Key Components (**)									
		Leadership	Management & Administration				Capacity				
		Vision, Support, Awareness	Planning	Coordination & Communication	Accountability	Community Involvement	Financial Resources	Human Resources (staff)	Training & Certification	Outside Support
1. Community Vision & Awareness										
2. Accountability & Responsibility										
3. Risk Management										
4. A Functional Team & Organizational Arrangement										
5. Technical Understanding & Delivery										
6. Economic & Environmental Sustainability										

(*) General Rating

1 = Strongly Agree
2 = Agree
3 = Disagree
4 = Strongly Disagree

(**) Rating of Key Components

1 = Excellent	*No Need for Improvement*
2 = Good	*Low Priority for Improvement*
3 = Fair	*Moderate Priority for Improvement*
4 = Fair	*High Priority for Improvement*

6.0 Where To Go From Here

After using the Self Assessment Tool, you may wish to follow up with various activities such as:

- use the Information & Training Resources provided in Section C as a source of contacts and information to find out more about particular areas of interest or concern
- revisit the results of the Self Assessment Questionnaire and Rating Guide; use this as a basis for discussion about what approaches your First Nation might wish to take for further action
- develop and/or refine your community's approach to public works
- network with other First Nation communities to share experiences and best practices related to good public works governance
- consider the potential need for a capacity building plan (refer to *'Building Capacity for Sound Public Works In First Nation Communities, A Planning Handbook'*, Section E2.

Section E

Other References

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E.1 Real Property Services (RPS) for INAC - Office Listings

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E.2 Real Property Services (RPS) for INAC - Publications

Institute on Governance, The Public Works Function in Canadian Jurisdictions, (RPS for INAC, October 1998)

This paper describes the legal and regulatory relationship between provincial governments and municipalities in Canada in the areas of land use planning, building codes, roads and bridges, parks and recreational facilities, water and sewage systems, and solid waste collection and disposal. Financing options available for selected functions are also examined. Available on the RPS for INAC website, http://pwgsc.gc.ca/rps/inac/content/docs_governance-e.html

Institute on Governance, Self-Government Agreements and the Public Works Function, (RPS for INAC, October 1998)

An examination of how public works functions (public buildings, roads, potable water, etc.) are treated in four sets of aboriginal self-government agreements. It includes an analysis of self-government agreements with regard to (a) the similarities and differences with the tiered governance model developed by the Royal Commission On Aboriginal Peoples; and (b) the treatment of the public works function as it relates to the government's Inherent Right Policy. Available on the RPS for INAC website, http://pwgsc.gc.ca/rps/inac/content/docs_governance-e.html

Institute on Governance, Backgrounder: Public Works Function in Self-Government, (RPS for INAC, March, 2000)

A look at public works in First Nations communities, including the existing legal and policy framework, roles and programs, and building capacity. It also explores the issue of public works in the context of self-government. Available on the RPS for INAC website, http://pwgsc.gc.ca/rps/inac/content/docs_governance-e.html

Institute on Governance, Public Works in Small and Rural Municipalities, (RPS for INAC, March 1999)

A synopsis of how various public works are managed in small and rural municipalities across Canada. This paper illustrates various approaches to public works management (chiefly financing, administration, and training), and examines some of the public works trends and challenges faced by small, and often remote communities, including government downloading of responsibilities, growing use of public-private partnerships and user fees, problems of technology transfer, increased citizen expectations in service quality, and limited resources (time and funding) for staff training. Available on the RPS for INAC website, http://pwgsc.gc.ca/rps/inac/content/docs_governance-e.html.

Institute on Governance, A Compendium of Provincial Public Works Statutes, (RPS for INAC, March 1999)

A 'road map' for federal negotiators and Aboriginal counterparts in addressing the scope of public works provisions in self-government agreements. The compendium provides a synopsis of provincial statutes relevant to the following six public works functions: (1) building and safety codes; (2) water and sewage; (3) solid waste; (4) roads and bridges; (5) parks and recreation; and (6) land use planning. Attention is paid to standards and regulations, inspection procedures, appeal or redress mechanisms, and offences and penalties. Available on the RPS for INAC website, http://pwgsc.gc.ca/rps/inac/content/docs_governance-e.html

Institute on Governance, Building Capacity for Sound Public Works in First Nations Communities - A Planning Handbook (RPS for INAC, March 2001)

This handbook is a planning guide for a First Nations or a group of First Nations whose goal is to achieve significant improvements in governing and managing Public Works in their communities. It presents approaches to capacity building and ways to prepare a capacity building strategy. Available on the RPS for INAC website, http://pwgsc.gc.ca/rps/inac/content/docs_governance-e.html

Profiles of Successful Public Works Delivery in First Nations Communities, a forthcoming publication of Real Property Services for INAC

E.3 Basic Descriptions of Public Works Functions

The following descriptions of public works functions are from Appendix A of the following document which is listed in Section E.2:

Backgrounder - Public Works Functions in Self-Government' by the Institute on Governance, Real Property Services for INAC, March 27, 2000

WATER SUPPLY

Objective:

- to supply safe drinking water

Key activities:

- Application of the national drinking water guidelines
- Exercising good practices in the following activities:
  - Planning, design and inspections of construction sites
  - Operation and preventive maintenance of a water supply system
- Inspection, enforcement, penalties, redress
- Training and certification of staff and water facilities
- Public awareness
- Equipment acquisition, maintenance and inventory control

Organizational implications:

- Emergency response section
- Regulation unit
- Public education unit/capability

Indicators of success:

- State of readiness and response times
- Reduced health risks (focusing on prevention measures from diseases outbreaks)
- Continued supply of safe drinking water to the public
- Assurance of adequate volume of water for fire fighting capabilities
- Public awareness on potential health risks (if water not safe, notify public about needs for boiling of water), on water conservation measures and other
- General knowledge of water data (i.e. levels of water consumption, costs, etc.)

Existing key federal regulations (and originating agency):

- National Fire Code
- National Building Code
- The latest edition of the Canadian Drinking Water Guidelines by Health Canada

WASTEWATER COLLECTION, TREATMENT AND FINAL DISPOSAL

Objective:

- To collect, treat and final safe disposal of wastewater

Key activities:

- Application of the national wastewater treatment and effluent quality guidelines
- Exercising good practices in the following activities:
  - planning, design and inspections of construction sites
  - operation and preventive maintenance of a wastewater system
- Inspection, enforcement, penalties, redress
- Training and certification of staff and wastewater facilities
- Public awareness
- Equipment acquisition, maintenance and inventory control

Organizational implications:

- Emergency response section
- Regulation unit
- Public education unit/capability

Indicators of success:

- State of readiness and response times
- Reduced health risks by safe disposal of treated wastewater
- Provide continuous wastewater service to the public
- Public awareness on potential health risks related to unsafe practices re. wastewater system and on wastewater conservation measures (i.e. low-flushed toilets, re-use of grey wastewater and other)
- General knowledge of wastewater data (i.e. type of a treatment system, testing results, upgrades to collection and treatment systems, etc.)

Existing key federal regulations (and originating agency):

- National Fire Code
- National Building Code
- The latest edition of the Guidelines for Effluent Quality and Wastewater Treatment at Federal Establishments by Environment Canada

ROADS & BRIDGES

Objective:

- To construct and maintain roads and bridges to a level to allow safe and efficient mobility within and into a community

Key activities:

- Development (or adoption) and maintenance of design (optional) and maintenance standards[1]
- Construction (optional), reconstruction, maintenance and inspection of roads and bridges
- Setting up and using a maintenance management system
- Development (or adoption) of bylaws[2]
- Enforcement of bylaws and setting penalties (e.g. bridge load restrictions)
- Training and certification of maintenance staff (e.g. equipment operators)
- Negotiating and maintaining MTA's (optional)
- Equipment acquisition, maintenance and inventory control

Organizational implications:

- Road maintenance unit
- Maintenance equipment yard and housing
- Regulation unit[2]

Indicators of success:

- Roads and bridges in good and safe condition
- Community satisfaction

Existing key federal regulations (and originating agency):

- Roads and bridges are generally a provincial responsibility
- Roads Design Standards: Transportation Association of Canada "Geometric Design Guide for Canadian Roads" (Provinces usually have their own standards)
- Bridge Design Standards CAN/CSA S6-88 "Design of Highway Bridges"
- Indian Reserve Traffic Regulations (C.R.C., c.959) govern the operation of vehicles within Indian Reserves (available at http://canada.justice.gc.ca/FTP/EN/Regs/Chap/I/1-5/CRC959.txt)
- Off reserve roads and bridges which receive funding assistance may have to conform to the higher standards of the responsible provincial, territorial, regional, or municipal transportation authority providing funding assistance.

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[1] design and maintenance standards are frequently provincial/territorial

[2] this should probably be covered under the policing function together with traffic and vehicle operation

WORKER HEALTH AND SAFETY

Objective:

- To ensure the protection of the health and safety of First Nations employees and employees of other organizations active in the Nation through the provision of healthy workplaces; preventative training; the availability and application of policies, standards, guidelines and inspection; and that hazards are identified, addressed and reported.

Key activities:

- Establishing and maintaining a health and safety function (organization, committee, coordinator)
- Establishing policies, directives, standards, measures and procedures and the exercise of related authorities. This includes the delineation of responsibilities of employers and employees and procedures for dealing with critical incidents.
- Delivering or arranging the delivery of worker awareness and training and information campaigns
- Inspecting of workplaces by qualified persons and identifying and ensuring compliance as to the correction of unsafe conditions
- Investigating and reporting of accidents, occupational diseases and other hazardous occurrences
- Maintaining health and safety records
- Providing personal protective equipment and first aid services for employees
- Ensuring health and safety provisions in procurement and contracting processes
- Periodically evaluating the health and safety function
- Administering accident/injury compensation claims

Organizational implications:

- Requires leadership by elected community representatives
- Requires an effective health and safety organization or coordinator with and accountability regime and enforcement authority
- Requires an extensive set or policies, standards and guidelines, and a training regime
- Requires commitment to training and awareness (extensive courses available)

Indicators of success:

- Results of inspections of workplace safety conditions
- Number and nature of hazardous occurrences
- Employer/employee awareness of health and safety procedures

Existing key federal regulations:

- Canada Labour Code Part 2
- Various policies, standards and guidelines are available from Treasury Board and PWGSC

SOLID WASTE MANAGEMENT

Objective:

- To collect and provide safe and controlled disposal of solid waste

Key activities:

- Application of the national guidelines for solid waste disposal
- Planning of solid waste disposal management method (collection and disposal)
- Providing that a community is going to build a solid waste disposal site, exercising good practices in the following activities:
    - planning, design and inspections of construction solid waste site
    - operation and preventive maintenance of a wastewater system
- If a community is going to collect and transfer the solid waste to a neighboring community, exercise good practices in planning of delivery methods to that site (through a transfer station or direct disposal)
- Inspection, enforcement, penalties, redress
- Training and certification of staff and solid waste facilities
- Public awareness on environmental friendly measures such as: recycling, re-use, reduce of solid waste
- Equipment acquisition, maintenance and inventory control

Organizational implications:

- Emergency response section
- Regulation unit
- Public education unit/capability

Indicators of success:

- State of readiness and response times
- Reduced health risks by controlled waste collection and disposal methods
- Provide continuous solid waste services to the public
- Public awareness on potential health risks (potentials of: fires, leakages etc.)
- General knowledge on solid waste management methods (i.e. collection days, type of waste that can be recyclable, and other)

Existing key federal regulations and originating agency):

- National Fire Code
- National Building Code
- The latest edition of the Guidance Manual for Solid Waste Landfills at Federal Facilities by Environment Canada

FIRE PROTECTION (excludes other emergency measures)

[Fire protection as a public works function, in the FN context, may be considered to have two components: **pure fire suppression** (fire truck and equipment) and **infrastructure** (water supply and hydrants)]

Objective:
- To protect life and property from fire

Key activities:
- Development (or adoption) and maintenance of a fire code and bylaws
- Three levels of inspection, (residents, fire department, and HRDC)
- Coordinate HRDC periodic inspections of existing buildings, engineering drawing reviews, and inspections of major public band buildings under construction
- Enforcement, penalties, redress*
- Training and certification of fire department staff
- Fire suppression
- Community education
- Equipment acquisition, maintenance and inventory control
- Ensure the community water system is suitable for fire suppression purposes by liaising with the person responsible for maintaining the water distribution system (maintaining fire pumps, hydrants etc.)

Organizational implications:
- Fire fighting unit
- Regulation capability
- Fire prevention community education capability
- Negotiating and maintaining MTA's {for suppression function} (optional)

Indicators of success:
- State of fire readiness and response times
- Reduced fire losses (life, injury, property)
- Community awareness

Existing key federal regulations (and originating agency):
- National Fire Code, National Research Council of Canada
- National Building Code, National Research Council of Canada

* where a FN building houses federal employees it must be inspected in accordance with the Canada Labour Code

COMMUNITY PLANNING

Object:
- To organize and control community land use and development
- To address current land use and community development problems
- To provide for orderly community growth and development
- To contribute to community health, well-being and convenience
- To avoid/address environmental problems
- To provide basis for community capital development program
- To support economic and cultural development
- To provide for community involvement in community affairs

Key activities:
- Development and maintenance of a community plan
- Process of public consultation
- Development of zoning bylaw
- Land use regulation and administration
- Subdivision planning
- Site planning associated with physical developments

Organizational implications:
- Requires leadership by elected community representatives
- Initial role for planning coordinator
- Means to effect ongoing land administration function (community official)

Indicators of success:
- Support of plan by community leaders and people
- Effective land administration
- Addressing needs of current and future populations (e.g. land availability for housing)
- Coordinated, effective and efficient capital development program
- Ecological integrity
- Community integrity and pride

Existing key federal regulations (and originating agency):
- Not applicable
- Provincial/territorial planning act and guidelines can provide guidance
- Guidelines available from DIAND

PARKS AND RECREATION

Objective:

- To provide for active and passive community recreational opportunities suitable to community needs
- To provide a degree of protection for selected land and water areas in the community of FN area of jurisdiction

Key activities:

- Determine community needs and interests (can be done through community plan)
- Assess community land base for suitable resources
- Identify community needs and goals through community consultation
- Identify and acquire land
- Identify in capital development program
- Design/develop facilities and recreational features
- Develop and implement recreational programs
- Possibly relate to economic development goals and activities

Organizational indicators:

- Need recreation coordinator and volunteers
- Facilities, equipment and lands will require maintenance

Indicators of success:

- Recreation and open space supported in community plan and zoning bylaw
- Facilities, programs available and actively used
- Open space protected and available for passive recreation
- Maintained facilities and equipment available for public use

Existing key federal regulations:

- Not applicable
- Guidelines available from DIAND and provinces
- Facility standards available from sports sanctioning bodies and other sources

BUILDINGS

(including residential, institutional, industrial, agricultural, community/public and commercial)

Object:
- Provide appropriate shelter and habitable space for living and carrying out the functions necessary to maintain a viable and safe community

Key activities:
- Coordinating client needs into functional programs for building projects
- Interpretation of municipal bylaws and zoning regulations, related to project development
- Preparation of project schedules and budgets
- Hiring design consultants to complete detailed designs and prepare contract documents
- Review of detailed designs for compliance with building codes/standards and municipal regulations
- Coordination of special needs and services (energy conservation, etc.) into projects as required
- Preparation of project status reports and presentations to clients
- Review detailed designs for compliance with client needs
- Coordination of tendering process for construction of projects
- Periodic construction project inspections and verification of work completed
- Completion of Interim and Substantial Completion inspections
- Coordination of furniture and space fit up with consultants and clients
- Coordination of Building Commissioning activities
- Coordination of project documentation (as built drawings, warranties, equipment brochures, etc.) for building operational staff
- Review of building O & M strategies with building construction contractors and future operators
- Verification of municipal requirements for occupancy of building after construction

Organizational implications:
- Architectural, mechanical and electrical expertise needed
- Access to technical staff for document reviews and distribution
- Link to contracting/tendering organizations
- Link to decision making authorities, especially for major budget and planning decisions

Indicators of success:
- Community needs are recognized and realistically planned into an ongoing implementation schedule

*Existing key federal Codes and Regulations**

- National Building Code
- National Fire Code
- Canadian Electrical Code
- ASHRAE Standards
- Canadian Labour Code
- CAN/CSA- B651-M90 Barrier Free Design
- Canadian Environmental Protection Act

- Depending on the type of building and its uses, a variety of federal regulations may apply, i.e.. Heritage Conservation, Fisheries Act, etc. It is incumbent on the project authority to identify all of the jurisdictions that require attention for project completion.

E.4 Real Property Services For INAC - Technical Information Documents & Awareness Course

Technology Transfer - First Nation Training Courses

A Real Property Services (RPS) for INAC technology transfer initiative involves Level 1 briefings, which are designed to be one to two hour awareness briefings, and Level 2 courses, which are designed to be two to three day middle management familiarization courses. A brief description of each is provided below.

Level 1 Briefings

The Level I briefing is a one to two hour overview of the subject area designed to make First Nation decision makers (eg. Chiefs, Councillors, First Nation Managers) aware of their technical responsibilities. These briefings are ideal for new chiefs and councillors when they commence their terms of office.

The briefings are designed to be delivered by technically qualified and experienced persons with good communication skills. The briefers should be able to answer basic questions and have an understanding of conditions in their First Nation.

Each briefing package contains:

General Briefing Guide
Briefing Outline (Presenter's Notes)
Participant's handout
Overhead slides
A video (where available)

Topics

Fire Protection
Contains an awareness video "The Fire Protection Connection"

Project Management

Contracting

O&M Management
Contains an awareness video "Maintenance Management: The Four Star Benefits"

Municipal Services
Contains an awareness video "The Creator's Gift Good Water"

Energy Management
A hybrid course that can be adapted into a "Level 1 plus" briefing.

Community Planning
A hybrid course that can be adapted into a "Level 1 plus" briefing.

Codes Standards and Regulatory Requirements
To be developed.

Level 2 Courses

These courses are of two and a half to three days duration and aim to familiarize First Nation community middle managers with respect to their responsibilities regarding the topic.

The goals of the courses are to:

Provide training to existing managers/supervisors/foreman to ensure that their services are provided in a timely, effective and efficient manner to the satisfaction of First Nation members and First Nation administrators/council.

Foster First Nation community organizations which are oriented towards customer satisfaction, performance improvement, and staff development.

Encourage the capability of self-sufficiency within the communities represented for the complete supervision of the services provided.

Topics

Project Management

Includes:
Project Management Manual, TID-PM-01
Instructors Manual;
Overhead slides

Contract Administration Training

Includes:

- CN1 Construction Contracting Guidelines
- CN2 Contracting for Professional Services
- CN3 Contracting for Non-Professional Services
- C101 Participant's Manual

Maintenance Management

Section F

Glossary of Terms

Section F - Glossary of Terms

The following is a glossary of terms used in the public works context.

General Terms:

Accountability:	Accountability ensures that a person or group is responsible for their actions and is answerable for their conduct. If accountability is achieved, the party responsible for carrying out a function clearly demonstrates and communicates that the function is being performed in a practical, efficient and diligent manner.
Capacity Building:	Capacity building is the process of developing or acquiring the skills, competencies, tools and resources to achieve success on a sustainable basis.
Certification:	Certification is a process which ensures that individuals and organizations are qualified to carry out their responsibilities. Certification often requires periodic renewal to ensure that the certified party remains capable and current with the requirements necessary to carry out responsibilities.
Compendium:	A compendium is a collection, assembly or summary of information.
Governance:	Governance involves the interaction between organizations and the society that they serve. It provides a basis for leadership, policies, decisions and actions affecting public life and economic and social development. In the case of public works, 'good governance' indicates that the public works function is being delivered in a practical, effective, efficient, accountable and sustainable manner.
Regulation:	Regulations are used to set standards for the effective and safe operation of public works and may be accompanied by inspection, enforcement and redress mechanisms. Regulations typically focus on the necessity of having qualified and competent people act with due diligence in the delivery of the public works function in a manner that is safe and responsible to the public.
Sustainability:	The United Nations defines sustainability as 'meeting the needs of the present without compromising the ability of future generations to meet their own needs'. This is very similar to the commonly expressed viewpoint of First Nation people and is applicable to public works. In considering whether an undertaking or project is sustainable, economic, social and environmental factors are considered.

Tribal Council:	A Tribal Council is a First Nation advisory organization put in place to enhance the interests of its' member First Nations.

Technical Terms:

Capital Works:	Capital works generally includes buildings (schools, offices, fire halls, works buildings), roads, bridges, water treatment plants, sewage treatment plants, piping systems, landfills, surface water control facilities and wharves.
Effluent:	Effluent is a liquid that is discharged from a system. The term is often used in reference to the stream of treated liquid that flows from a sewage treatment process.
Erosion:	Erosion is the wearing away of rock or soil by wind, water or ice.
Groundwater:	Water contained below the earth's surface. An aquifer is a natural underground layer of porous, water-bearing materials (sand, gravel, fractured bedrock), sometimes capable of providing a water source.
Infrastructure:	Infrastructure is the system(s) of permanent installations that serve the public in meeting the need for buildings, transportation, communication, energy, water, waste management, flood/erosion control and environmental protection.
Landfill:	A landfill is a disposal site for community solid waste which is sited, designed and operated to protect the health and safety of humans and the environment. Waste is typically deposited in layers and compacted, then regularly covered with a layer of soil or cover material.
Landfill Leachate:	Leachate is liquid that accumulates within a landfill. It is generally contaminated and must therefore be contained and/or treated appropriately.
Maintenance:	Maintenance of public works involves the regular or periodic work performed on an asset to preserve its' condition and maximize its' serviceable life.
Operation:	Operation of public works involves work, services, materials and energy required in the day-to-day use of an asset in its' intended purpose.
Public Works:	Public works consists of public facilities and infrastructure, as well as related services and support systems required to meet community needs. The management and administration of public works ensures that all components are working together in a way that is practical and cost effective. The

	planning, design, construction, operation and maintenance of capital works are central to the public works function.
Remediation:	Remediation is the term generally used for the 'clean up' or restoration of a site that has been contaminated or otherwise damaged as a result of human activity.
Sludge:	Sludge is a material that settles out of a liquid. It is typically generated as a byproduct of water treatment and in septic tanks and sewage treatment plants. A sludge management program may include thickening, treatment and final disposal which often involves land spreading or landfill disposal sites.
Solid Waste:	Waste that can be accepted for disposal in a landfill or incinerator. Typically includes food waste, paper and cardboard, yard waste, metals, plastics, etc. Typically does not include industrial waste, medical waste, or hazardous waste.
Stormwater Management:	When land is developed, surface water runoff characteristics are altered. The construction of buildings, paved areas and drainage systems tend to cause runoff from the land to occur more rapidly during and after a storm event. Stormwater management is used to dampen this effect, thereby reducing the probability of flooding and downstream erosion. Stormwater facilities can include detention ponds, storm sewers and various water flow and level control structures. Stormwater quality is also taken into account as part of a stormwater management strategy.
Surface Water:	Water found above the ground surface in lakes, ponds, rivers, streams and ditches.
Recycling:	Recycling is the process by which materials otherwise destined for disposal are collected and reprocessed or re-manufactured into new material or products.
Runoff:	Runoff is precipitation (rainwater, snow melt) that flows overland and does not infiltrate the ground surface.
Waste Transfer Station:	A transfer station is a facility where community solid waste is brought by relatively small collection vehicles and consolidated to large vehicles for transport to large regional landfills, recycling facilities, or processing facilities.